Status of Telework in the Federal Government

Report to Congress

Fiscal Years 2014 – 2015

Message from the Director

I am pleased to present the 2016 *Status of Telework in the Federal Government* report, the fourth status report we have published since the signing of the Telework Enhancement Act of 2010. This report provides an overview of Federal telework programs and shows that agencies have made progress in their use of telework. This progress includes improvements in telework participation, telework tracking, use of telework to achieve effectiveness goals, and leadership support for telework programs.

While telework eligibility remained stable in recent years, telework participation has continued to increase steadily. Tracking this participation is essential for the development of telework programs, and many agencies reported updates to their tracking systems that resulted in improved data collection methods. The move towards seamless, automated data collection systems will continue to ensure more accurate, consistent reporting.

Agencies have also made progress in setting and evaluating telework goals and outcomes. Results from OPM's Telework Data Call show that telework is enabling agencies to achieve outcomes such as recruitment, retention, performance, environmental benefits, emergency preparedness, and cost savings. Most agencies met at least one of their telework participation goals, and agencies increased their goal-setting activity for nearly every outcome area addressed in the report.

Results from the Federal Employee Viewpoint Survey (FEVS) similarly show increased telework participation and evidence of the potential benefits associated with telework. FEVS data indicate that employees who telework report consistently more positive job attitudes, including job satisfaction and employee engagement, than employees who face barriers to telework.

The report also shows that Federal leaders play a critical role in driving progress for telework programs. Agencies reported increases in the use of every measured telework promotion strategy, including incorporating telework into continuity of operations planning, aligning telework with agency missions and strategic goals, and using agency-wide meetings and messages to promote telework.

Despite the many areas of improvement discussed in this report, there is a need to address some ongoing challenges as well. Agencies continue to report barriers such as management resistance, outdated cultural norms, and technology limitations. Some agencies still struggle to fully leverage goal-setting and evaluation to achieve more successful programs. And while telework participation has continued to increase, many agencies have not revisited eligibility determinations since the initial implementation of their programs.

To overcome these challenges and further expand Federal telework programs, agencies must approach their programs systematically as strategic change management initiatives. Goal-setting, evaluation, and improved telework tracking methods are critical components of such an approach. OPM is committed to supporting agencies in these efforts.

Telework is an important part of the 21st century workplace. Once relatively rare, telework has evolved into a widespread practice that agencies actively leverage to achieve strategic goals. I applaud Federal agencies for continuing to expand and improve their telework programs, ensuring that they are able to meet their missions and best serve the American people.

Beth F. Cobert
Acting Director

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Executive Summary

Since 2010, when Congress passed the Telework Enhancement Act of 2010 (the Act), Federal agencies have made remarkable progress in developing and utilizing telework programs to achieve mission objectives. The Act mandated that OPM will provide an annual report to Congress addressing the telework programs of each Executive agency (5 U.S.C. § 6506), and this report provides information on telework trends over a multi-year period, including 2011-2015. Overall findings indicate that 1) employee eligibility to participate in telework has remained stable in recent years, 2) employee participation in telework programs has steadily increased, 3) agencies have taken steps to improve telework tracking and data collection, 4) many agencies have achieved effectiveness goals established for their telework programs, including talent retention, continued operations during emergencies, and cost savings, 5) agency leaders are promoting the use of telework, and 6) telework is yielding benefits for the Federal Government at the employee, agency, and community levels.

About the Research

As directed in the Act, OPM assesses telework progress across agencies with findings reported in a status report to Congress. The research for this report uses data from OPM's 2014-15 Telework Data Call and the 2015 Federal Employee Viewpoint Survey (FEVS). These complementary data sources provided information reflecting both agency- and employee-level perspectives. In some cases, results from previous reports were used to assess changes over time. Following three years of reporting that provided a comprehensive overview of the progress Executive branch agencies had made, the current report is streamlined to focus on the reporting requirements set forth in the Act.

Key Findings

Telework Eligibility Remained Stable
The percentage of employees who have been deemed eligible to telework has remained relatively stable in recent years. In both 2014 and 2015, 44 percent of Federal employees were eligible to telework. OPM recommends that agencies revisit eligibility determinations that were made in the early stages of telework implementation as a way to continue progress in expanding telework programs.

Telework Participation Continued to Increase
Though telework eligibility rates have remained stable, telework participation has continued to increase steadily over time. From 2013 to 2015, telework participation increased from 39 percent to 46 percent of eligible employees and from 17 percent to 20 percent of all employees. In addition, a decline in routine telework that was observed in 2013 appears to have reversed. In fiscal year 2015, agencies reported that 46 percent of teleworkers teleworked on a situational basis, while for routine telework, 34 percent teleworked 1-2 days per two-week period, 31 percent teleworked 3 or more days per two-week period, and 18 percent teleworked no more than once per month.

Data Collection is Improving, but Challenges Remain
Accurate data collection is critical for evaluating and improving telework programs. Many agencies reported improvements to their telework tracking systems that resulted in improved data collection methods. The majority of agencies now rely on data from their time and attendance system (61 percent) or time and attendance system in addition to a customized tracking system (8 percent). Nevertheless, tracking telework is challenging

for many agencies due to factors such as employees incorrectly recording telework, time sheets misaligned with reporting requirements, and technology limitations. As telework reporting continues to move towards seamless, automated data collection systems, accuracy and consistency will improve.

Agencies Made Progress in Setting and Achieving Telework Goals

Agencies made progress in setting goals and achieving them for both participation and outcomes.

- Overall, 61 percent of agencies met at least one of their participation goals previously set for fiscal year 2014. Agencies were somewhat more likely to have met their total participation goals (41 percent) than their goals for infrequent telework (36 percent) and frequent telework (23 percent).

- The Telework Data Call asked agencies to set telework goals for fiscal year 2016. Most agencies (63 percent) set both total participation and frequency of participation goals, 19 percent set a total participation goal only, and 18 percent did not set any goal. The most commonly cited barriers to goal-setting were data collection limitations, preferring to set a total participation goal rather than frequency of participation goals, goal-setting still being in process, and limitations on telework frequency in agency policies that do not allow for frequency goal-setting.

- For nearly every outcome goal listed in the Act, agencies increased their goal-related activity compared to 2013. The most common outcome goal areas included emergency preparedness (59 percent), improved employee attitudes

(58 percent), recruitment (35 percent), and retention (35 percent). Fewer agencies set goals for reduced employee commute miles (29 percent), improved employee performance (17 percent), reduced real estate costs (17 percent), and reduced energy use (13 percent).

Federal Leaders are Taking Action to Promote Telework

Most agencies are taking action at the leadership level to promote telework. The percentage of agencies using nearly every strategy listed in the Data Call has increased since 2013, and agencies reporting that they took no action to specifically promote telework decreased from 13 percent in 2013 to 5 percent in 2015. The most commonly cited way agencies promote their telework programs is by emphasizing telework as part of continuity of operations (COOP) events and planning (80 percent). Other common strategies included advocating telework in agency-wide meetings (55 percent), agency-wide emails of support for telework (45 percent), and aligning telework with agency strategic goals and mission (42 percent).

Telework Yields Benefits at Multiple Levels

Results from agency reports of goal-related activity and findings from the 2015 Federal Employee Viewpoint Survey (FEVS) indicate that telework is yielding benefits at multiple levels. In addition to key outcome goals reported by agencies, FEVS results indicate that teleworkers report more positive job attitudes, such as job satisfaction and employee engagement, compared to employees who report barriers to telework. Results from the FEVS also confirm continued increases in telework participation, decreases in barriers to telework, and high levels of telework satisfaction among participants.

Next Steps

To further expand Federal telework programs, agencies must approach their programs systematically as strategic change management initiatives. Goal-setting, evaluation, and improved telework tracking methods are critical. Moving forward, OPM will continue to support agencies by providing guidance and consultation in the areas of telework policy, implementation, goal-setting, and evaluation.

In addition, to improve the quality of telework data reporting, OPM is advancing an initiative to transition data collection for telework eligibility, participation, and frequency to automated data submitted through payroll systems. These efforts reflect OPM's ongoing commitment to promoting robust Federal telework programs that yield benefits for employees, agencies, and the community.

Introduction

The Telework Enhancement Act (the Act) directs the Office of Personnel Management (OPM) to annually report to Congress on the status of Federal telework programs. The purpose of this report is to satisfy OPM's reporting requirements under the law for fiscal years 2014 and 2015.

This report follows three years of reporting that provided a comprehensive overview of the progress Executive branch agencies had made in achieving the vision and goals for Federal telework outlined in the Act. As noted in the 2014 *Status of Telework in the Federal Government* report to Congress, agencies have largely advanced beyond the initial implementation stages of their telework programs.[1] Consequently, the current report is considerably streamlined and focuses on the reporting requirements set forth in the Act (5 U.S.C. § 6506). Specifically, this report addresses:

- Telework eligibility
- Telework participation and frequency
- Agency methods for gathering telework data

- Progress in setting and meeting participation and outcome goals
- Agency management efforts to promote telework
- Best practices in agency telework programs

Overall, the results show encouraging progress for the expansion and improvement of Federal telework programs. While telework eligibility rates have remained relatively stable over the last few years, telework participation has continued to increase steadily. In addition, agencies have made progress in data collection, goal-setting and achievement, and promoting telework at the leadership level. As Federal telework programs continue to mature, they are yielding benefits at many levels.

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[1] See https://www.telework.gov/reports-studies/reports-to-congress/2014-report-to-congress.pdf

Research Design and Method

Consistent with previous reports, the research for this report was informed by the telework logic model OPM developed in 2011 to guide evaluation of the overall change initiative pursued under the Act. This model, shown in Appendix 2, underscores that achieving successful telework programs requires both resource investments and systematic implementation at each level of the organization. Furthermore, some outcomes are more easily achieved in the short- or intermediate-term (e.g., telework participation) while others require more fully developed programs with a critical mass of participation (e.g., reduced traffic congestion and pollution). Guided by the conceptual principles of the logic model, the data from this report reflect both agency- and employee-level perspectives. The report methodology is summarized below and presented in greater detail in Appendix 4.

Data Sources

The primary data source is OPM's 2014-15 Telework Data Call, which was an online survey administered to an individual point of contact in each Executive branch agency (see Appendix 3 for the Data Call survey). The survey collected quantitative and qualitative data on telework eligibility, participation, frequency, goal-setting and achievement, agency management efforts to promote telework, and best practices for fiscal years 2014 and 2015. Given OPM's findings in the 2014 report that agencies have largely met the basic program implementation requirements of the Act, the 2014-15 Data Call was considerably streamlined to collect data on the specific reporting requirements outlined in Section 6506 of the Act. OPM administered the survey to 86 agencies that provided a point of contact, and 83 agencies responded (see Appendices 5-6 for lists of responding agencies and subagencies).

In addition to the Data Call, this report includes information from the 2015 Federal Employee Viewpoint Survey (FEVS). The FEVS is an annual survey of Federal employees, and it provides employee-level data on telework participation, satisfaction, and teleworker characteristics. The FEVS also allows comparisons of teleworkers' and non-teleworkers' experiences and perceptions to assess the correlation between telework and employee outcomes. While these correlations do not necessarily reflect causal relationships, they provide some support for theoretical linkages between programs and outcomes.

Analysis

Most of the data collected through the Data Call consisted of numeric or categorical information. OPM used common statistical methods such as frequencies, percentages, and cross-tabulations to analyze these items. In some cases, results from previous reports were used to assess changes over time. The Data Call also included several open-ended questions. OPM analyzed open-ended survey responses by systematically coding them to identify themes. For qualitative responses submitted under the "Other" response categories of numeric and categorical questions, researchers analyzed the data to identify new themes as well as responses that overlapped with existing response categories. Finally, OPM selected promising responses to quote in part or in full in the "Agency Spotlight" boxes in the report.

The 2015 FEVS analysis focused on questions pertaining to telework participation and satisfaction among program participants. In addition, OPM used demographic variables to examine the characteristics of employees who telework. Finally, to assess the correlation between telework and employee outcomes, OPM compared the percentage of positive

responses to several survey items among teleworkers and non-teleworkers who indicated that they do not telework due to a barrier. All FEVS analyses used survey weights to produce estimates representative of the Federal workforce.

Results

Eligibility, Participation, and Frequency

The Act requires OPM to report information on telework eligibility, participation, and frequency of participation. OPM collected this data for fiscal years 2014 and 2015. For each year, agencies were given the option to provide data for either the fiscal year or for a typical two-week period in September. As agencies have increased their capacity to collect and report telework data, OPM has encouraged reporting at the fiscal year level. Fiscal year data incorporate monthly or seasonal variation in participation and are more likely to include situational telework than a one-month snapshot. The large majority of responding agencies (75 for 2015 and 72 for 2014) reported fiscal year data.

Table 1 shows the total reported numbers of employees, employees deemed eligible to telework, and employees who teleworked for each time period addressed in the survey. These results show an increase over time in every measured category. For the overall fiscal year,

2015. These numbers represent a steady increase relative to the 364,779 employees previously reported to be teleworking in fiscal year 2013.

It is important to note that not all agencies were able to provide data for every question asked by OPM. This is evident from the varying number of agencies providing data for different questions shown in Table 1. Consequently, it is difficult to make accurate comparisons over time based on raw numbers alone. To address the issue of uneven data availability, the figures discussed below represent results using percentages for agencies able to provide data for all of the variables required to compute percentages for valid comparisons. Data for individual agencies and subagencies are reported in Appendices 7-14. Information on OPM's data quality review is included in Appendix 4.

TABLE 1. Total Reported Eligibility, Participation, and Frequency				
	2015		2014	
	Number of Employees	Number of Responding Agencies	Number of Employees	Number of Responding Agencies
Total number of employees	2,157,608	82	2,149,564	81
Employees deemed eligible to telework	958,521	79	953,953	79
Employees teleworking				
Fiscal year data	427,450	75	383,924	72
September data	13,628	8	11,458	10
Total (FY and September)	441,078	83	395,382	82

Note: Each agency reported total number of employees and employees deemed eligible to telework as of September 30 of each year. For telework participation, each agency provided data for either fiscal year or a pay period in September. Agencies were asked to report September data *only* if fiscal year data were not available. Number of responding agencies varies because some agencies did not provide information for every question.

Eligibility

The percentage of employees who have been deemed eligible to telework has remained relatively stable in recent years. As shown in Figure 1, 44 percent of Federal employees were eligible to telework in both 2014 and 2015.

Previous OPM research presented in the 2014 report found that many agencies do not regularly update the eligibility status of employees, with the majority of agencies updating eligibility on a case-by-case basis (52 percent) or not at all (16 percent). Together with the relative stability of telework eligibility in recent years, this trend suggests that revisiting eligibility determinations that were made in the early stages of telework implementation may be an important way for agencies to continue progress in expanding their telework programs. As telework policies, capacities, and norms have evolved, it is possible that some employees who were previously deemed ineligible to telework could now perform a portion of their work from an alternative location, particularly in emergency situations.

FIGURE 1. Telework Eligibility, FY 2011-2015

The percentage of Federal employees who are eligible to telework has remained stable in recent years
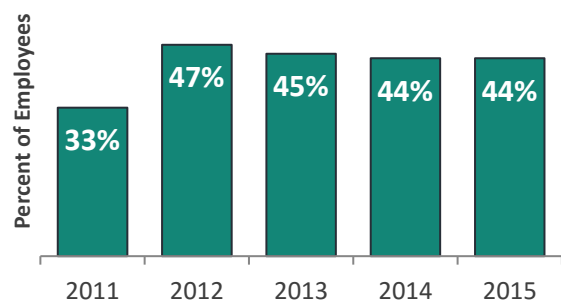
Participation

While telework eligibility rates have remained stable, telework participation has continued to increase steadily over time. Figure 2 shows fiscal year telework participation rates from 2012 to 2015. Telework participation has increased each year both as a percentage of all employees and as a percentage of eligible employees. From 2013 to 2015, participation increased from 39 percent to 46 percent of eligible employees and from 17 percent to 20 percent of all employees. Given the challenges involved in telework data collection, which are discussed below, it is likely that these numbers are conservative estimates and that actual participation is higher.

FIGURE 2. Telework Participation, FY 2011-2015

Telework participation has increased steadily over time both as a percentage of all Federal employees and as a percentage of eligible Federal employees
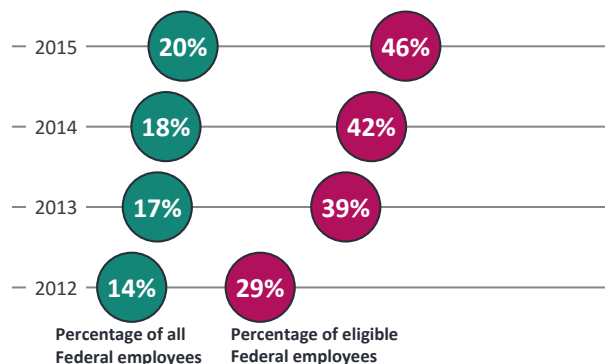
Telework participation rates can vary considerably among subagencies within individual agencies. Figure 3 shows subagency telework participation rates for each agency that reported at the subagency level, with each point representing a single subagency's participation rate. The widely varying heights of the points in Figure 3 show that participation can be highly varied within an agency. Examples of factors that could be driving such variation include organizational differences in telework policies, cultural norms, technology infrastructure, or management resistance.

FIGURE 3. Subagency Variation in Telework Participation in 2015
Within agencies, subagencies report wide ranges of telework participation
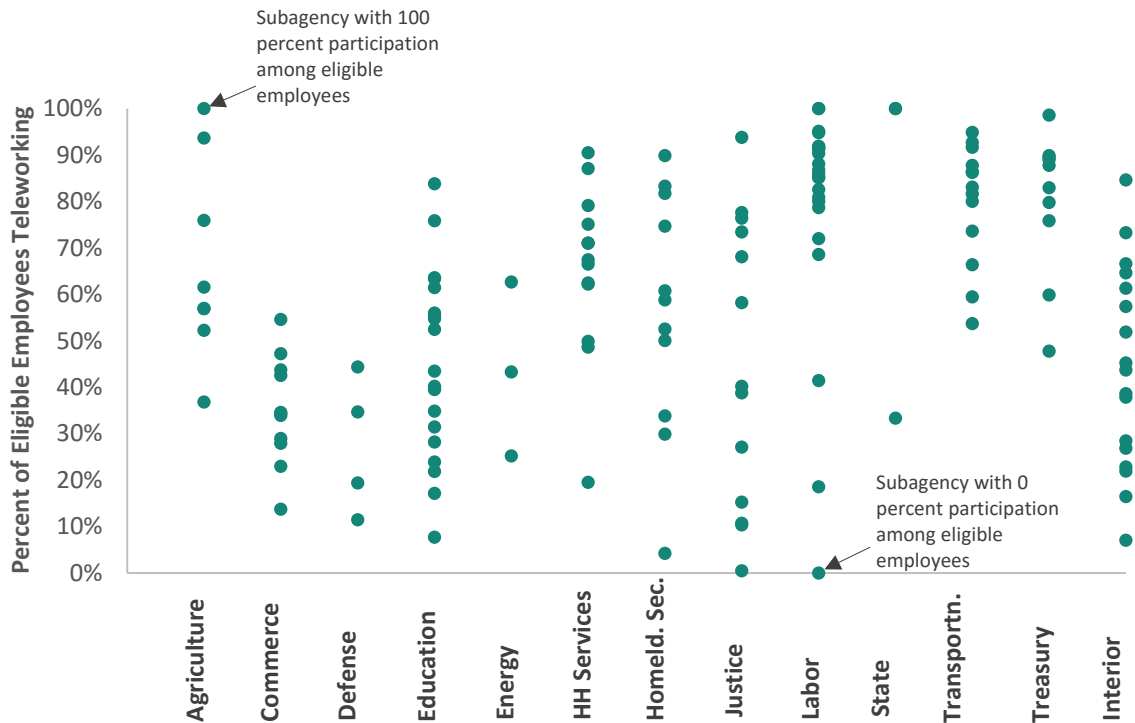
Note: Each dot represents a subagency within a given agency, and its height reflects the percent of eligible employees teleworking in that subagency in 2015. Not all agencies reported subagencies.

Reasons for Changes in Telework Participation

Agencies that reported a change of more than 10 percent between the last report and 2015 were asked to provide reasons for the change, as required by the Act. Of the 52 agencies that provided a response, the large majority (94 percent) reported an increase in telework participation. Detailed agency responses are shown in Appendix 15. To summarize, the most common explanations for these increases included:

- Updated policies or collective bargaining agreements
- Training for employees and/or managers
- Increased comfort with telework
- Increased use of situational telework during agency closures

- Telework awareness and marketing efforts
- Reduced management resistance
- Increased leadership support
- Revisiting telework eligibility criteria
- Opportunities for telework due to building relocation
- Changes in the size or nature of the agency workforce
- Improved tracking systems

Of the three agencies that reported a decrease of more than 10 percent, two indicated that the change was due to improved tracking of telework participation and one cited duties and activities that can only be handled on-site.

Frequency of Participation

The results in Figure 4 show participation for situational and routine telework. While situational telework increased and routine telework decreased between 2012 and 2013, for the period covered by this report, situational telework has remained stable and routine telework has increased slightly. In fiscal year 2015, agencies reported that 46 percent of teleworkers teleworked on a situational basis, while for routine telework, 34 percent teleworked 1-2 days per two-week period, 31 percent teleworked 3 or more days per two-week period, and 18 percent teleworked no more than once per month.

The frequency of telework participation is an important factor to consider in assessing the trajectory of Federal telework programs because different levels of frequency can be used to achieve different goals. For example, situational telework can be a useful tool for maintaining agency operations in response to unexpected emergency events such as snowstorms. On the other hand, more frequent routine telework can be a useful tool in achieving reduced real estate costs or energy use.

Full-time work from a remote location is an alternative work arrangement that is distinct from telework. Agencies may use remote work to achieve goals such as retaining employees who must move for personal reasons and would otherwise leave the agency, recruiting employees with specialized skills who may not want or be able to relocate for personal reasons, or achieving real estate cost reductions. Although remote work is distinct from telework, agencies were asked to include it in telework totals to ensure comparability with previous data calls. Among agencies reporting fiscal year data, remote workers represented only two percent of the reported teleworkers.

Methods for Gathering Telework Data

The most common method agencies reported for determining the number of teleworkers is tracking through a time and attendance system. As shown in Figure 5, the majority of agencies now rely on data from their time and attendance system (61 percent) or a time and attendance system in addition to a customized tracking system (8 percent). Smaller percentages reported manually reviewing telework agreements (31 percent), surveying agency personnel (12 percent), a customized tracking system (6 percent), or other methods (11 percent). Specific responses for each agency are shown in Appendix 24.

FIGURE 4. Frequency of Telework Participation, FY 2012-2015

The percentage of teleworkers who telework situationally remains steady, while routine telework participation is increasing
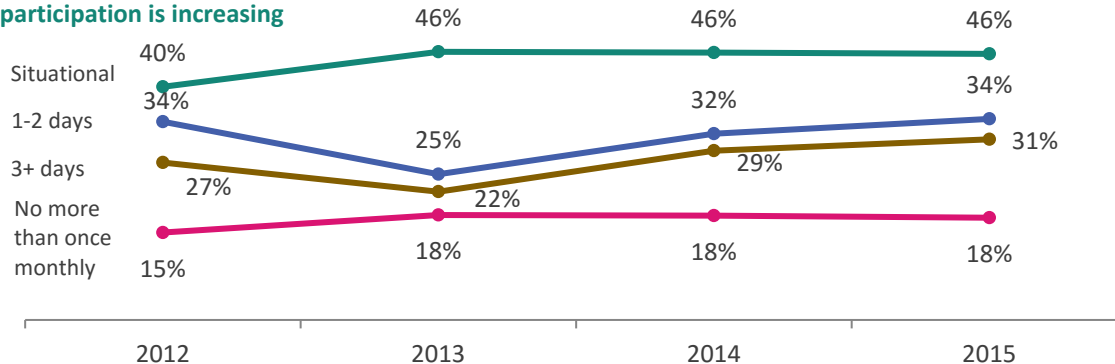
Note: For each point, the percentage of reported teleworkers was computed out of total teleworkers among agencies with valid data for that frequency category. In addition, situational teleworkers may also be counted as routine teleworkers. As a result, percentages for each year may total more than 100 percent.

FIGURE 5. Method for Determining Number of Teleworkers
A majority of agencies use time and attendance systems to count teleworkers

Method	Percent
Time & attendance (T&A) system	61%
Manual review of telework agreements	31%
Surveyed employees, managers, other personnel	12%
Other	11%
T&A system and customized tracking system	8%
Customized tracking system	6%

Percent of Agencies
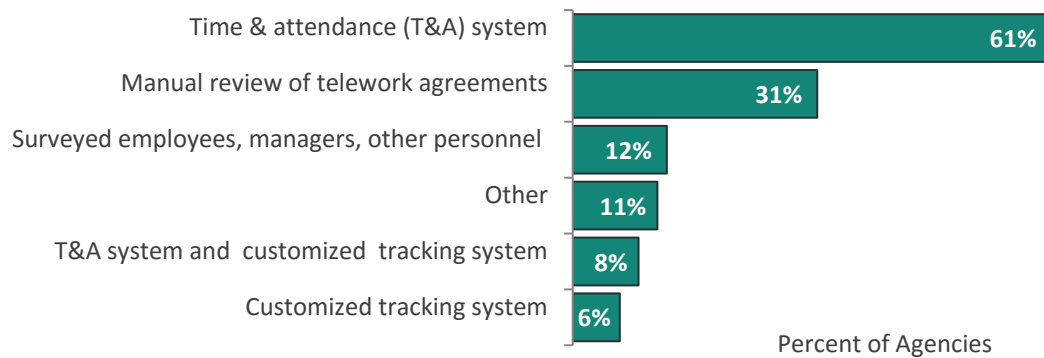
Note: Agencies were allowed to select multiple answers.

In open-ended responses throughout the Data Call, numerous agencies reported making improvements to their telework tracking systems. Tracking telework behavior is challenging for many agencies due to factors such as employees incorrectly recording telework, time sheets misaligned with reporting requirements, and tracking technology limitations.

Agencies also must make assumptions when calculating telework days. As shown in Figure 6, some agencies count only employees who work full days from an alternative location, while others also count employees who work any part of the day from an alternative location.

Responses for each agency are shown in Appendix 25. As telework reporting continues to move towards seamless, automated data collection, accuracy and consistency will improve.

Participation and Outcome Goals

The Act directs OPM to assess agency progress in setting and achieving telework participation and outcome goals. OPM collected data on agency achievement of participation goals that were set for fiscal year 2014, participation goals set for fiscal year 2016, and progress in setting and achieving telework outcome goals specified in the Act since the last Data Call.

FIGURE 6. Agency Methods for Calculating Number of Days Teleworked
When calculating the number of days teleworked, it is the usual practice to include...

Employees who only work full work days from an alternative location

34%

Employees who work any part of the work day from an alternative location

75%

Other

2%
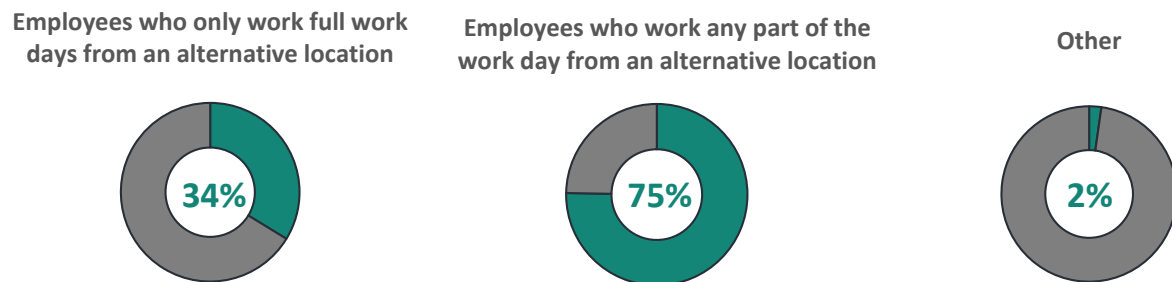
Note: Agencies were allowed to select multiple answers. Percentages represent percent of agencies.

Agency Goal-Setting: Telework Participation

Participation Goals: Fiscal Year 2014 Progress Assessment

The 2013 Data Call asked agencies to set telework participation goals for fiscal year 2014. Agencies were provided with opportunities to set goals for total telework participation as well as frequent (3 or more days per two-week period) and infrequent (1-2 days per two-week period) telework participation. Agencies had the option of setting goals in one or more of these areas. Since prior assessments were limited to total participation goals, the results of the fiscal year 2014 goal assessment cannot be directly compared to previous reports.

To assess agency progress in meeting participation rate goals, OPM made a determination of whether or not the fiscal year 2014 participation data submitted by agencies supported their self-assessments of progress by comparing the 2014 goal stated in the 2013 Data Call to the 2014 participation data reported in the 2014-2015 Data Call. In a small number of cases, progress could not be assessed due to data limitations (e.g., an agency set a goal for 2014 but did not report the relevant data).

The results of OPM's progress assessment are shown in Appendix 18 and summarized in Figure 7 and Figure 8. Overall, 61 percent of agencies met at least one of their participation goals based on data reported for fiscal year 2014 (Figure 7). The results in Figure 8 show that agencies were most likely to have met their

FIGURE 7. Meeting FY 2014 Participation Goals

61% of agencies met at least one of their 2014 participation goals
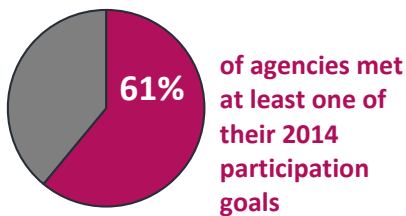
total participation goals by 2014 (41 percent) and somewhat less likely to have met their infrequent (36 percent) and frequent (23 percent) participation goals. In each area, a few agencies that had not met their goal by 2014 had met the goal based on data reported for fiscal year 2015. While the rate at which no goal was provided for each area ranged from 24 percent for total participation to 51 percent for infrequent participation, most agencies did set at least one goal. As shown in Figure 9, which is discussed below, only 18 percent of agency respondents to the 2013 Data Call set no goal for 2014.

FIGURE 8. Telework Participation Goal Progress
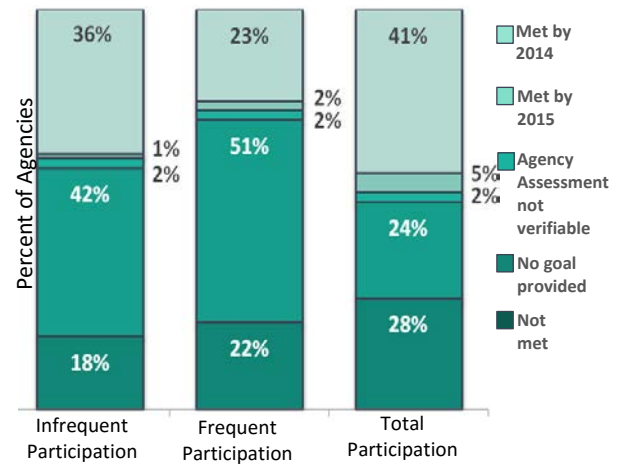
Understanding Missed Goals and Efforts to Achieve Future Goals

As directed by the Act, OPM asked agencies that reported not meeting their participation goal to provide an explanation and describe any actions being taken to identify and eliminate barriers to maximizing telework participation for the next reporting period. Detailed responses for the agencies that provided this information are shown in Appendix 19 and summarized below.

Reasons cited for unmet participation goals included:

- Agency achieved a portion of the goal
- Management resistance to telework
- Technology limitations
- Data collection limitations
- Participation goal was too aggressive
- Change in context (e.g., staff changes, nature of the work)
- Policy confusion or restrictions
- Security concerns
- Budget restrictions

Actions being taken to identify and eliminate barriers included:

- Updated telework policy
- Training for employees, managers, or human resources staff
- Improved telework tracking systems
- Encouraging employees to telework
- Investment in technology
- Communication campaigns
- Senior level outreach to subagencies
- Planning for reduced real estate
- Incorporating telework into COOP plan

- Surveying employees to assess telework issues
- Engaging managers
- Engaging unions

Participation Goals: Fiscal Year 2016

Agencies responding to the 2014-15 Data Call were asked to provide goals for agency-wide telework participation for fiscal year 2016. As in the previous Data Call, agencies were able to set total participation goals and frequency of participation goals. Given the increasing prevalence of situational telework, situational telework was added as an option for fiscal year 2016 goal-setting. Detailed agency responses are shown in Appendices 20-21.

Figure 9 shows that for fiscal year 2016, most agencies (63 percent) set both total and frequency goals. Of the remaining agencies, 19 percent set a total participation goal only and 18 percent set no goal. The overall distribution of goal-setting is similar to goal-setting in the previous Data Call. However, more agencies are setting both total and frequency goals compared to previous goal-setting for 2014.

FIGURE 9. Percentage of Agencies Setting Participation Goals
More agencies are setting both total participation and telework frequency goals
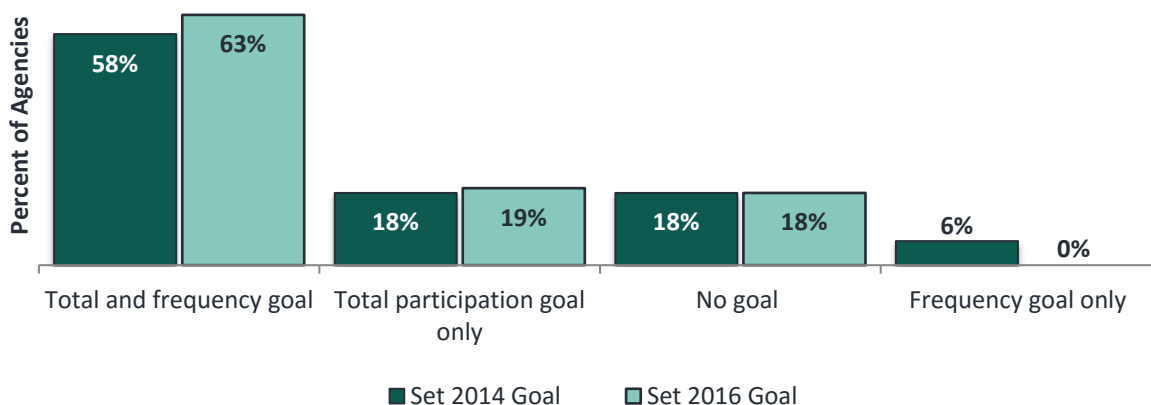
TABLE 2. Reasons for Not Setting Numeric Participation Goals	Agencies
Data collection limitations	6
Other	8
Set goal for overall telework participation rather than frequency goal	5
Goal-setting in process	4
Frequent telework goal not possible because of policy limits on number of telework days	4
Difficult to establish situational telework goals due to unpredictable need	3
Nature of the work limits frequent telework/goal-setting	2
Nature of the work prohibits (e.g., classified work)	2
Within-agency variation in telework participation limits goal-setting at agency level	2
At maximum level allowed to meet agency needs	2
Small agency size prohibits	1
Goal-setting unnecessary to achieve agency telework vision	1
Prefer to set non-numeric goal	1

Note: Some agencies were included in multiple categories.

Agencies that Did Not Set Overall or Frequency of Participation Goals

Agencies that did not establish participation goals for 2016 – either overall or a frequency of participation goal – were given an opportunity to explain what prevented them from establishing a numeric goal and the timeline for establishing such a goal. Detailed agency responses are shown in Appendix 22 and summarized in Table 2. Among agencies that provided a clear explanation, the most commonly cited barriers were data collection limitations, preferring to set a total participation goal rather than frequency of participation goals, goal-setting being still in process, and policy limitations on telework frequency limiting possibilities for frequency goal-setting.

Agencies were also given the opportunity to describe any non-numeric goals. Of the agencies that provided a clear description of a non-numeric goal, one agency each reported the following:

- Expand telework eligibility
- Incorporate telework into COOP plan
- Incorporate telework into performance management

- Increase telework accessibility (e.g., improve policies)
- Increase FEVS scores for telework
- Promote situational telework
- Review positions for eligibility and modify agency policy
- Make sure agreements are up-to-date and leaders are aware of them
- Increase use of telework for emergency preparedness, work-life balance, or unexpected events

Agency Outcomes: Assessing Agency Non-Participation Goals

The success of Federal telework programs is measured not only by participation but also by the extent to which agencies are effectively using telework to achieve valued outcomes for employees, agencies, and the community. To achieve the vision of telework as a strategic tool, the Act encourages Executive agencies to establish outcome goals for telework and directs OPM to assess progress towards achieving those goals.

OPM provides training and support on an ongoing basis to assist agencies with goal-setting, measurement, and evaluation. As in the previous Data Call, OPM provided agencies with clear standards for goal-setting and assessments to use as a guide. These standards were reviewed during the 2014-15 Data Call training and included as an appendix to the survey.

The 2014-15 Data Call required agencies to report on any goal-setting and achievement efforts related to telework outcomes since the previous Data Call. For each outcome listed in the Act, agencies were asked to describe their progress and were encouraged to include the specific goal(s), strategies, data, and methodology used to evaluate success. The Data Call also provided an opportunity for agencies to describe any other outcome goals

not listed in the Act. Detailed agency responses are shown in Appendix 23 and summarized below.

As shown in Figure 10, agencies continue to make progress in setting and achieving outcome goals in multiple areas. The overall distribution is similar to trends in goal-setting observed in 2013, with the most common goals being in the areas of emergency preparedness (59 percent), employee attitudes (58 percent), recruitment (35 percent), and retention (35 percent). However, for every goal except real estate costs, there was an increase in the percentage of agencies reporting goal-related activity. Agency efforts for each type of goal are described in the sections below, including a summary of the strategies and metrics. In addition, examples of agency best practices are highlighted in "Agency Spotlight" boxes.

FIGURE 10. Percentage of Agencies Setting Outcome Goals
Agencies report increased outcome goal activity in nearly every area
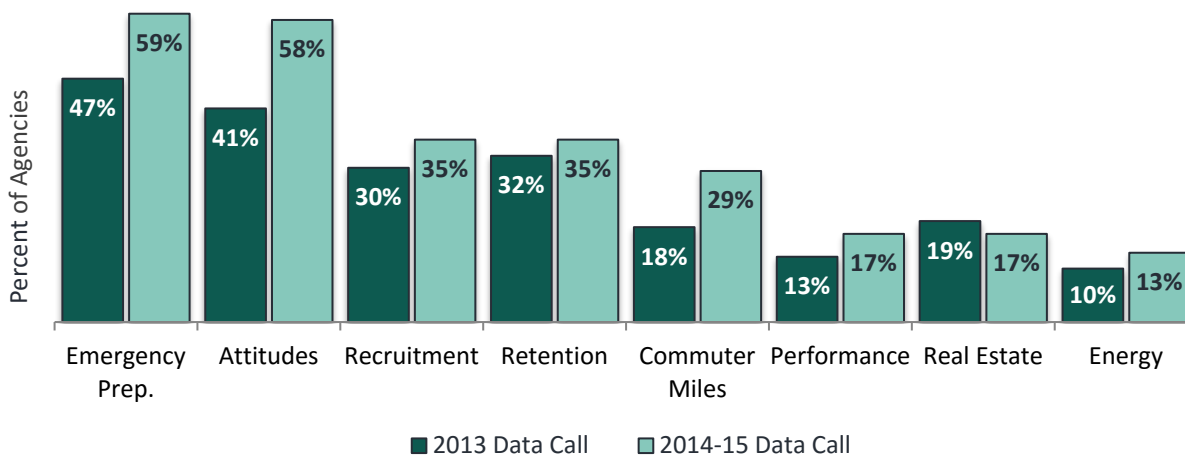
Note: Agencies were allowed to set multiple goals.

TABLE 3. Summary of Goal-Setting: Employee Recruitment	Agencies
Reported goal-setting	29
Strategies	
Include telework in job postings and/or interviews	14
Emphasize telework in recruitment materials and events	11
Advertise telework on social media	4
Advertise telework on public website	3
Improve telework eligibility and participation for new hires	2
Metrics	
Vacancy announcements	12
Number/content of recruitment events and materials	8
Records of telework participation among eligible new hires	6
No metric given	6
Employee/candidate survey	3
FEVS	2
Time and attendance/payroll records	1
Number of telework agreements	1
Number of employees equipped to telework	1
Social media metrics	1

Note: Some agencies were included in multiple categories.

Recruitment

As demand for workplace flexibility continues to increase, telework can be a valuable non-monetary incentive for attracting prospective employees to Federal service. Agency efforts for recruitment (n=29) are summarized in Table 3.

Several agencies cited the value of telework and other flexibilities for recruiting highly skilled employees with mission-critical skills. The most common strategies included advertising through job postings, recruitment materials, recruitment fairs, agency websites, and social media. The most common metrics focused on the execution of the strategy itself (e.g., percentage of vacancy announcements mentioning telework), but a few agencies reported using actual measures of recruitment (e.g., new employee/candidate survey, telework participation among new hires).

Box 1. AGENCY SPOTLIGHT: Employee Recruitment Goals

National Science Foundation

…As part of NSF's goal to advertise telework to improve employee recruitment in 2015, we completed a new career/life balance recruitment video, featuring NSF officials and employees, including the Chief Human Capital Officer, the Telework Managing Officer, senior managers and employees. This recruitment video is posted throughout NSF's multimedia channels, including our public facing Web page. The video is also widely used at our recruiting events, such as job fairs and conferences…Moving forward, NSF's recruitment goal for telework continues to be to increase our influence on potential recruits by demonstrating strong support for work/life programs. To accomplish this goal, NSF will:

- Revamp our external facing Web pages advertising NSF's work/life portfolio in an effort to improve potential recruits' awareness of NSF's work/life programs and to demonstrate the value of telework as a workplace flexibility.
- Continue to leverage the agency's social media outlets to advertise telework as a workplace flexibility available to potential new hires in an effort to recruit the best possible candidates for our positions.

Our goal includes making telework part of an on-going social media outreach campaign including a series of multimedia posts (written, photos and videos). Beginning in January 2016, we plan to issue a series of social media posts over the next two years, with a target increase of posting two posts per quarter mentioning our work/life programs, such as telework as a workplace flexibility. The NSF Telework Managing Officer will coordinate the social media outreach campaign by collaborating with senior management in the Division of Human Resource Management (HRM), various NSF subject matter experts for our social media outreach efforts and agency recruitment events, and the agency's Office of Legislative and Public Affairs, as needed…To assess NSF's goal of using telework to improve employee recruitment:

- We will review social media metrics summaries to establish a baseline for future social media outreach initiatives supporting NSF's work/life programs;
- We will review feedback collected from bi-weekly new employee orientation (NEO) sessions to assess the effectiveness of on-going outreach methods for advertising telework to potential new hires. We will aim to compile and review monthly NEO feedback metrics on a quarterly basis beginning in March 2016 to evaluate progress on whether NSF is increasing our influence on potential recruits considering new job prospects by demonstrating strong support for work/life programs.

[NOTE: Excerpted from full agency response]

Retention

Many agencies recognize that telework can not only attract talent but also retain valued employees. Retention goals were cited as commonly as recruitment goals. Agency efforts for employee retention (n=29) are summarized in Table 4.

Agencies frequently noted that telework is important for retaining highly skilled employees who may find opportunities elsewhere or be eligible for retirement. Agencies also noted the use of situational and medical telework to retain employees with personal and family needs. The most common strategies leveraged telework to retain specific employees whose career opportunities, personal circumstances, or family circumstances created a need for geographic flexibility. Thus, the most common metric was retention of specific employees or groups of employees.

TABLE 4. Summary of Goal-Setting: *Employee Retention*	Agencies
Reported goal-setting	29
Strategies	
Incentives for employees requiring geographic flexibility	7
Situational or medical telework to accommodate personal needs	4
Incentive for employees seeking retirement or other employment	3
Telework promotion campaign	3
Updated telework policy	3
Improved telework tracking	2
Unclear	2
Expanded telework frequency	1
Metrics	
Retention of specific employees	10
No metric given	8
Telework participation records/agreements	6
FEVS items scores	4
Exit interviews/surveys	3
Employee population/separation data	2
Feedback from agency offices	1

Note: Some agencies were included in multiple categories.

Box 2. **AGENCY SPOTLIGHT: Employee Retention Goals**
Securities and Exchange Commission

FY2014 Goal: The SEC will maintain a high level of retention amongst employees who telework.

By offering employees telework as a work-life flexibility, the SEC will be in a position to retain a highly trained workforce to fulfill the mission of protecting American investors. Additionally, the SEC will continue cite telework opportunities in SEC vacancy announcements. The SEC will also continue to utilize telework opportunities through the Family Medical Telework and the Reasonable Accommodation programs as a means to retain staff that may leave the SEC due a serious medical condition of themselves or of a family member.

The SEC measured achievement of this goal by reviewing the SEC results of the 2014 Federal Employee Viewpoint Survey (FEVS). The focus was on the question, which states, "Are you considering leaving your organization within the next year, and if so, why?" Employees who report teleworking were compared to employees who do not telework. The goal is achieved if more employees who telework report that they are not planning to leave their organization than employees who do not telework... Positive response of "NO" was reported in the following categories:

- Telework 3+ days per week: 77.40%
- Telework 1-2 days per week: 74.40%
- Telework Infrequently (Ad hoc): 77.70%
- Do Not Telework: 71.40%

The results show that this goal was met. Employees who participate in telework opportunities are less likely to leave the organization within the next year.

SEC 2015 FEVS responses to this question will be reviewed when the FEVS data analysis tool is available. The SEC will continue to review the responses to this FEVS question over time.

Court Services and Offender Supervision Agency

CSOSA set a goal to assess how the 4-day per week Branch telework pilot affected employee attitudes. From March 24 to April 9, 2015, the Agency sent a survey to all employees who participated in the 4-day per week pilot to solicit employee viewpoints on increased telework's impact on job satisfaction. The survey had a response rate of 74% (40 responses).

Key Findings: 87.5% of employees indicated an improvement to both productivity and performance due to the increased telework pilot. No employee indicated a decrease in performance or productivity. Over 57% indicated a "significant" improvement to performance. Over 65% of employees indicated an improvement to personal and team morale as a result of the telework pilot. Two employees (5%) indicated a decrease in morale as a result of the telework pilot. 92% of employees indicated an improvement to work-life balance as a result of the increased telework pilot. No employee indicated a decrease to work-life balance. Almost 67% indicated that their work-life balance has "significantly improved" as a result of the telework pilot. Almost 90% of employees responded that their overall stress level has improved as a result of the telework pilot. No employee indicated that they feel increased stress as a result of the pilot. Overall, the employees' views indicate improved employee job attitudes as a result of increased telework.

Performance

By supporting employees' needs and work preferences, effective telework can result in improved performance. Similar to past years, a smaller number of agencies reported goal-setting in this area, likely due to the measurement challenges associated with linking performance with telework. Agency efforts for employee performance (n=14) are summarized in Table 5.

Although measuring performance goals has been challenging, several agencies cited the importance of telework for promoting employee performance. The most common strategies included policy updates and encouraging telework specifically to reduce distractions. However, as programs continue to mature, clearly linking telework and performance remains an area for growth.

Railroad Retirement Board

In FY14 and FY15 our IT division piloted a telework program for computer assistants. These employees are the only employees in our agency still on a designated "shift" and have traditionally been excluded from telework. While there were concerns on the part of management as to the effectiveness and coverage of the shift work while on telework, the 6 month pilot was successful and the telework program has been fully implemented within this group. Employee morale in this group improved in part due to the work-life balance telework has afforded.

TABLE 5. Summary of Goal-Setting: *Performance*	Agencies
Reported goal-setting	14
Strategies	
Unclear	6
New/updated policy	2
Encouraging telework to reduce distractions	2
Tying ability to telework to performance	1
Encouraging situational telework	1
Results-oriented management strategies	1
Training on telework and performance management	1
Metrics	
No metric given	6
FEVS	5
Employee comments	2
Performance ratings	1

Note: Some agencies were included in multiple categories.

General Services Administration

GSA has undertaken a very successful effort as part of its "Reduce the Footprint" approach. GSA's agency-wide mobility approach includes telework as an important element to reduce an Agency's footprint and as one of the contributing factors to that reduction.

GSA has accomplished cost savings related to workplace transformation, which features telework and hoteling. A case in point is our headquarters renovation, which:

- increased building occupancy from 2500 to 4400
- represents a 40% reduction in space
- represents $24.6M in annual rent savings
- represents a 50% reduction in energy consumption
- represents $6M in annual administrative cost savings

TABLE 6. Summary of Goal-Setting: *Employee Attitudes*	Agencies
Reported goal-setting	48
Strategies	
Unclear	20
Increase access to more frequent telework	6
Communication initiative	5
Expand access to telework (e.g., encourage use, review eligibility)	4
Pilot study	4
Training for employees or managers	3
Updated policy	3
Employee engagement discussion session	1
Appoint telework coordinator	1
Use telework during closures/emergencies	1
Use telework to retain valued employees	1
Emphasize telework during onboarding	1
Improved equipment/technology (e.g., lighter laptops, document sharing)	1
Retaining a valued employee using telework	1
Action planning	1
Metrics	
FEVS	29
No metric given	9
Employee survey(s)	6
Employee comments	3
Telework participation records/telework agreements in place	3
Employee focus groups	1
Exit interviews	1

Note: Some agencies were included in multiple categories.

Improved Employee Attitudes

Telework can have a positive effect on employee job attitudes through numerous mechanisms. For example, access to flexibility can promote feelings of empowerment, autonomy, or perceived support from the organization. Agency efforts for improved employee attitudes (n=48) are summarized in Table 6.

Improving employee attitudes is one of the most popular areas for goal-setting due partly to the ease of measurement. The most widely used metrics included telework variables from the FEVS. Several agencies also reported conducting their own surveys. Agencies reported a wide range of strategies to achieve improved employee attitudes through telework. Among the most common strategies were efforts to increase access to more frequent telework, communication initiatives to inform employees about telework, and expanded access to telework through eligibility reviews and other means. Notably, four agencies reported pilot studies to evaluate their telework programs, demonstrating that some agencies are implementing rigorous, systematic evaluations to improve their programs.

Box 7. AGENCY SPOTLIGHT: Emergency Preparedness Goals

Patent and Trademark Office

USPTO maintains a robust telework program. The use of telework to address limited interruptions, such as a snow day, is also part of continuity. Telework is considered a viable option especially for individuals assigned a COOP role. It is also considered for all personnel as part of the emergency preparedness plan when sufficient infrastructure is in place to allow it. Goal: To maintain a robust telework program that will support the USPTO mission and continue operation when employees are encouraged to remain home due to an emergency situation. The existing telework programs provide the USPTO with the ability to continue some everyday business operations during an emergency beyond those defined in the COOP plan. During the 2015 winter season, on average patent examiners maintained a nearly 92 percent production rate, and trademark examining attorneys maintained a 106 percent production rate compared to a non-inclement weather day

Box 8. AGENCY SPOTLIGHT: Goal-Setting and Evaluation

National Aeronautics and Space Administration

In 2015 the office of Human Capital Management (OHCM) conducted an experiment entitled "Make Anywhere a Remote Worksite" (MARS). The goal of MARS was to do the work of OHCM from anywhere for one month, using telework, hoteling, and virtual collaboration, while maintaining or enhancing OHCM's strong sense of community and purpose while working virtually over an extended period of time.

Goals measured, using surveys and reports during the MARS month included:

- Feelings of group cohesion and connection and attitudes around work/life balance.
- Enhance staff skills in synchronous and asynchronous collaboration and improve understanding on how to effectively choose among virtual collaboration tools to support missions and functions.
- Identify technology and process gaps, both internal and external to OHCM, for working from anywhere.
- Develop a "repeatable package" for others to adopt and implement.

Emergency Preparedness

One of the most widely cited benefits of telework is its value for ensuring continuity of operations (COOP) during emergencies and agency closures. The Act required Executive agencies to incorporate telework into their COOP planning, and telework is central to OPM's *Washington, DC, Area Dismissal and Closure Procedures.*[2] In recent years, agencies have become increasingly comfortable with the use of telework for emergency planning purposes. Agency efforts for emergency planning (n=49) are summarized in Table 7.

Given the requirements of the Act and OPM guidance on dismissal and closure procedures, it is not surprising that the most common strategies reported for emergency planning were requiring telework during closures (e.g., weather events, special events) and emphasizing telework in the agency COOP plan or guidance. Several agencies pointed to effective continuity of operations during the 2015 Papal visit as an example of success. In addition, common strategies included improving information technology, updating telework policies or guidance, conducting telework exercises or drills, telework training on expectations during emergencies, and communication initiatives to keep employees informed. Agencies reported a variety of metrics used to track progress in this area. The most common metrics included telework participation (often during building closures or special events) and results from emergency test drills. Several agencies also reported taking steps to identify mission-essential emergency employees and to close gaps in telework-readiness among them.

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[2] Agencies outside of the Washington metropolitan area have similar policies and procedures in place, but dismissal and closure decisions are delegated to the Federal Executive Boards and local agency heads.
See https://www.opm.gov/policy-data-oversight/pay-leave/reference-materials/handbooks/dcdismissal.pdf

TABLE 7. Summary of Goal-Setting: *Emergency Preparedness*	Agencies
Reported goal-setting	49
Strategies	
Encourage or require telework during closures (e.g., weather, special events)	22
Emphasize telework in COOP plan or guidance	12
Improve information technology (e.g., laptops, VPN)	9
Updated telework policy/guidance	7
Telework exercises/drills	7
Telework training for employees and/or managers	5
Communication initiative	4
Improved tracking of emergency telework (e.g., revised timesheets)	3
Encourage routine telework to acclimate employees to telework	2
Expand telework program or eligibility	2
Encourage employees to become telework ready (e.g., sign situational agreement)	2
Encourage preparation for telework when closures expected	2
Unclear	2
Back-up servers in remote location	1
Resolve technical or security issues	1
Include emergency expectations in telework agreements	1
Telework centers outside of DC area	1
Ensure telework agreements for essential employees	1
Review telework agreements annually for situational telework	1
Establish mobile work stations	1
Increased leadership support for telework	1
Metrics	
No metric given	19
Telework participation records (often during building closures or special events)	11
Results of emergency test drills (e.g., system capacity, employee survey)	7
Telework agreements among all or subsets (e.g., essential) employees	4
Number of telework-ready or telework-eligible employees	3
Continued essential operations during recent closures or special events	3
Employee production rate	1
Number of refreshed computers (desktops to laptops)	1
Administrative leave, situational telework, and emergency telework hours	1
Use of remote servers during emergency closures	1

Note: Some agencies were included in multiple categories.

Energy Use

Reduced energy use can be a valuable outcome associated with telework, but the smallest number of agencies established goals in this area. Agency efforts for energy use reduction (n=11) are summarized in Table 8.

TABLE 8. Summary of Goal-Setting: *Energy Use*	Agencies
Reported goal-setting	11
Strategies	
Unclear	6
Increase telework participation	2
Increase access to more frequent telework	2
Encourage routine telework	1
Metrics	
No metric given	4
Telework participation records	3
Sustainability measures (e.g., emissions estimates, energy use intensity)	2
Use of office resources (e.g., printers)	2

Note: Some agencies were included in multiple categories.

Tracking energy use impacts of telework can be challenging due to the myriad of related behaviors and factors involved. For example, establishing net energy savings requires knowledge of both energy consumed at the office and any energy use increase at home. OPM has promoted the use of GSA's Carbon Footprint Tool[3] to facilitate estimates of energy impacts. Several agencies cited the value of telework for energy use and reported relatively broad strategies such as increasing telework participation, increasing access to more frequent telework, and encouraging routine telework. Metrics included telework participation records as well as measures more clearly tied to energy use, such as sustainability metrics and use of office resources.

Real Estate Costs

Telework can support efforts to reduce real estate costs by providing an alternative work location for employees who would otherwise be in the office. Agency efforts for energy use (n=14) are summarized in Table 9.

TABLE 9. Summary of Goal-Setting: *Real Estate Costs*	Agencies
Reported goal-setting	14
Strategies	
Shared offices	5
Encourage use of telework	5
Increase access to more frequent telework	5
Hoteling	4
Open concept/collaborative work space	2
Building closure/consolidation	1
Metrics	
Amount of office space (e.g., floors, buildings, square footage)	9
Cost of office space (e.g., rent for leased space)	6
Frequent telework participation	3
Administrative costs	1
No metric given	1

Note: Some agencies were included in multiple categories.

Compared to energy use, agencies were more likely to cite specific strategies, metrics, or achieved goals for real estate costs due to the ready availability of metrics. These metrics included amount and cost of office space. The most common strategies included encouraging telework combined with hoteling, shared offices and work spaces, and increased access to more frequent telework. A few agencies also cited the utility of telework during building closures and consolidations. Some also noted the difficulty of directly linking telework to reduced costs. Agencies were more likely to claim a direct link when the cost reductions were associated with the expansion of frequent telework, hoteling programs, or shared office space programs tied to telework participation.

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[3] See https://www.carbonfootprint.gsa.gov/

Commute Miles

Telework has long been recognized as a strategy for mitigating the negative impacts of commuting on employees and the environment. Federal agencies are mandated to pursue sustainability goals under Executive Order 13693, and a number of agencies focused on telework and commute miles as a strategy related to those efforts. Agency efforts for commute miles (n=24) are summarized in Table 10.

TABLE 10. Summary of Goal-Setting: *Commute Miles*	Agencies
Reported goal-setting	24
Strategies	
Unclear	17
Telework promotion campaign (e.g., Telework Week)	2
Increase access to more frequent telework	2
Carbon footprint reduction strategy	1
Increase telework participation	1
Metrics	
No metric given	9
Telework participation records	6
Commuter survey	5
Transit subsidy expenditures	4
Commute distance/miles	4
Telework agreements	1
Number of commute days/hours avoided	1
Commuting costs	1
Commuting time	1

Note: Some agencies were included in multiple categories.

Strategies for this goal area included telework promotion campaigns, increased access to more frequent telework, integrating telework into the agency's carbon footprint reduction strategy, and broadly increasing telework participation. The most common metrics were telework participation records, commuter surveys, transit subsidy expenditures, and commute distance or miles. In descriptions of this goal area, several agencies noted the energy use benefits that are also associated with reduced commute miles.

Other Goals

Relatively few agencies (n=9) offered a clear outcome goal in another area. However, several agencies reported valuable goal-setting efforts. Three agencies reported improving employee work-life outcomes as a goal of their telework programs, and one of these agencies cited improved teamwork as an outcome goal. Another agency with limited telework opportunities due to security restrictions reported the establishment of a working group to explore opportunities for telework in the context of the agency's mission. Other non-numeric goals included:

- Ensuring that all telework agreements are up-to-date and accurate
- Completing upgrades to the agency's time and attendance system for tracking telework
- Establishing compliance protocols and management controls for the telework program
- Improving customer service through telework
- Reduced use of administrative leave during emergencies
- Using telework as a complement to sick leave
- Reestablishing the agency's telework program

Cost Savings

Although the 2014-15 Data Call did not include a specific question about cost savings, agencies were provided with opportunities to describe cost savings in their descriptions of goals and best practices, as noted in the discussion above. Specific examples included:

- **Chemical Safety and Hazard Investigation Board** – The agency was able to reduce real estate cost by $500,000 a year by downsizing its real estate footprint because of the use of telework and remote work.

- **Court Services and Offender Supervision Agency** – CSOSA estimated that teleworkers may have saved $672,134 over the last fiscal year due to reduced commuting.

- **Department of Homeland Security** – FEMA significantly reduced office leases by consolidating most of its headquarters employees from previously leased space to its headquarters building, saving millions of dollars in leasing costs by expanding participation in telework and implementing desk-sharing.

- **Department of Housing and Urban Development** – HUD estimated that teleworkers saved $38,785 in commuting costs.

- **Department of the Treasury** – Three of Treasury's bureaus (IRS, DO and TIGTA) have realized substantial cost savings of $5,367,015 associated with building closures or consolidations where telework was a vehicle to support the project.

- **General Services Administration** – GSA reported $24.6M in annual rent savings and $6M in annual administrative cost savings related to workplace transformation, which features telework and hoteling.

- **Patent and Trademark Office** – PTO estimated that as of Q4 FY 2015, the agency avoided securing $38.2 million in additional office space as a direct result of its programs.

Agency Management Efforts to Promote Telework

The Telework Enhancement Act tasks the Chief Human Capital Officers Council with collecting and reporting information regarding agency management efforts to promote telework. To assist with this requirement, the 2014-15 Data Call asked agencies to select from a list of efforts as well as to describe the specific nature of those efforts. Detailed agency responses are shown in Appendices 16-17 and summarized in Figure 11.

Box 9. AGENCY SPOTLIGHT: Management Efforts to Promote Telework

Department of State

At the Department, agency leadership which includes our TMO and CHCO, embrace and share support for telework as a senior management priority. There's regular support from the top level down. Agency leadership regular touts telework and workplace flexibilities as senior management's priorities by providing the following: regular Town Hall meetings with employees; Q and A sessions; support for special presentations by outside speakers; fiscal year goal-setting for the Bureau of Human Resources' Work/Life Division; Department Notices; bureau training and educational events; and Director General sponsored senior management offsite working group meetings on how to further engage employees on these subjects. Finally, we embrace OPM's guidance and information as a means to underline the importance of the Administration's goals on workplace initiatives and programs, and how to effectively implement workplace flexible options at an agency as diverse as State in the 21st century. We realize we must recruit and retain top talent and meet the needs expressed by current employees who are representative of 4 generations to include current and retiring baby boomers, Generation X, Millenials and Generation Y.

As shown in Figure 11, most agencies are taking action at the leadership level to promote telework. The percentage of agencies using nearly every strategy has increased since 2013, and agencies reporting that they have taken no action to specifically promote telework decreased from 13 percent in 2013 to 5 percent in 2015. As in 2013, the most commonly cited way agencies promoted their telework programs in 2015 was by emphasizing telework as part of continuity of operations (COOP) events and planning (80 percent in 2015). Other common strategies included advocating

FIGURE 11. Agency Management Efforts to Promote Telework
Most agencies are taking action at the leadership level to promote telework

74%	80%	Emphasizing telework as part of COOP events
55%	55%	Advocating telework in agency-wide meetings
39%	45%	Sending agency-wide emails of support
35%	42%	Aligning telework with agency strategic goals and mission
34%	30%	Hosting special telework events
17%	18%	Other
15%	18%	Using goals/measurement to hold managers accountable
14%	12%	Posting signs/posters
13%	5%	No action to specifically promote telework

2013   **Percent of Agencies**   2015
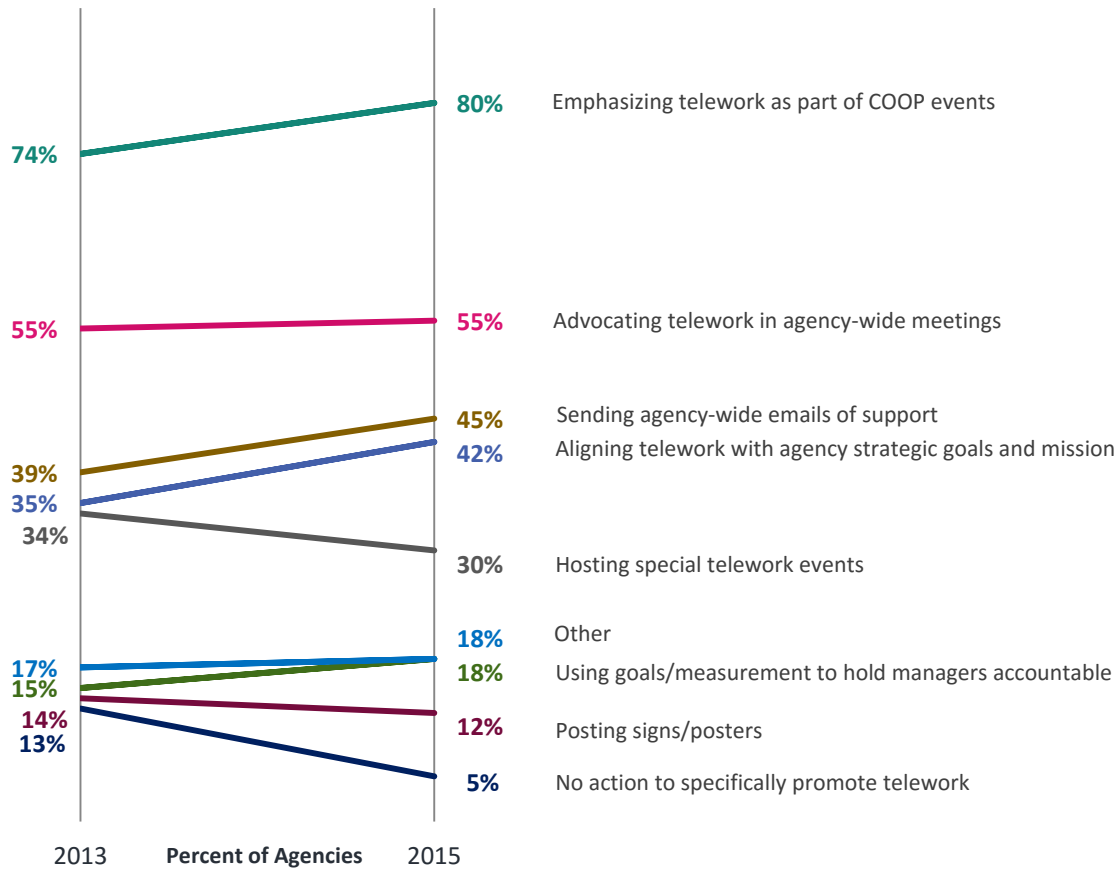
telework in agency-wide meetings (55 percent), agency-wide emails of support for telework (45 percent), and aligning telework with agency strategic goals and mission (42 percent).

Employee Perspectives from the Federal Employee Viewpoint Survey

Data from the Federal Employee Viewpoint Survey (FEVS) provide additional information on the status of Federal telework programs from the employee perspective. OPM analyzed the 2015 FEVS to assess employee-reported telework participation, telework satisfaction among participants, characteristics of teleworkers, and comparisons of those who telework versus those who do not. The results are summarized in Figure 12.

The FEVS participation data provide an independent source of evidence for assessing participation and changes in participation over time. Item response options also provide an opportunity to explore barriers to participation. Employee self-reports parallel the general upward trend in telework participation, providing substantiating evidence for the trend observed in agency data reported through the 2014-15 Data Call.

In 2015, approximately 31 percent of FEVS respondents reported teleworking to some degree, an increase of four percentage points since 2013. Of the remaining employees, 13 percent did not telework by choice and 56 percent did not telework due to a barrier.

The most common barrier reported was having to be physically present on the job (31 percent) followed by technical issues (5 percent) and not receiving approval to telework despite having a job that is suitable for telework (20 percent). Though not shown, since 2012, the percentage of employees reporting these barriers has declined slightly every year. This encouraging trend shows continued progress in addressing barriers to telework participation.

Results from the 2015 FEVS also show that, as in previous years, teleworkers are largely satisfied with their telework programs (79 percent). Teleworkers also continue to broadly reflect the composition of the Federal workforce with regard to gender, age, supervisory status, and tenure. Teleworkers are just as likely to be male as female and tend to be older, non-supervisory, and have relatively long agency tenure.

The FEVS results also show a comparison of teleworkers and non-teleworkers due to a barrier for several key employee attitudes. The comparison focuses employees who do not telework due to a barrier because non-teleworkers by choice tend to exhibit very similar attitudes to teleworkers, as discussed in previous OPM reports. These comparisons show that for every outcome, teleworkers have more positive job attitudes. For example, teleworkers report higher levels of job satisfaction (69 percent versus 61 percent) and employee engagement (69 percent versus 60 percent). They are also more likely to express

Box 10. AGENCY SPOTLIGHT: Management Efforts to Promote Telework
Department of Defense

Management/leadership efforts to promote telework include:

- Incorporate agency specific telework training in leadership classes.
- Align telework with agency strategic goals and mission.
- Development of semi-annual statistical reporting mechanisms and Telework Dashboard to post telework metrics and telework trend analysis for the Executive Director and senior leadership. These statistics include the number of eligible positions, eligible employees, and participants. The reasons for increase/decrease are monitored and position eligibility codes are reviewed and updated as needed. The results of the statistics are shared at Human Capital Strategy Board and at Senior Administrative Officer Forums. Best practices are shared and new initiatives/guidelines are announced. Agency/Directorate Telework point of contacts are updated via email on any pertinent information we receive from OPM, DCPAS and Senior Leadership Forums.
- Increase the number of telework eligibility by developing Agency's communication strategy about telework by:
  - Conducting more briefings and presentations, manages working groups and presents information at council meetings to promote the program awareness
  - Aligning telework with agency strategic goals and mission.
  - Advocating telework in agency meetings and town hall
  - Emphasizing telework as part of COOP events.
  - Promoting telework as a reasonable accommodation to support employees with disabilities, illness, and family emergencies as well as offering telework to support temporary spousal accommodations and other hardships
- Development of new training tools directed to supervisors which will:
- Highlight case studies to illustrate Best Practices.
- Help overcome the barriers and/or resistance to promoting telework.
- Help understand reasons why they may continue to feel uncomfortable.
- Foster better communication with their employees on the days they telework.
- Ensure adherence to the Telework Enhancement Act.
- Conducting COOP events or implementing maximum telework during annual exercises to ensure all teleworkers are able to access all needed systems and programs to complete their duties.

an intent to stay at their organizations (67 percent versus 62 percent). While these correlations do not necessarily reflect causal relationships, they provide some support for theoretical linkages between programs and outcomes.

FIGURE 12. Results from the 2015 Federal Employee Viewpoint Survey

Telework Participation

Teleworker Characteristics

Gender

Age

Telework Satisfaction

Tenure

Supervisory Status

Telework and Employee Attitudes

Non-Teleworkers Due to Barrier

		Teleworkers
73%	Supervisor supports work-life balance	86%
78%	Held accountable for achieving results	85%
78%	Know what is expected on the job	80%
70%	Employees share job knowledge	77%
62%	Trust and confidence in supervisor	73%
60%	Employee engagement index	69%
61%	Considering everything, satisfied with job	69%
56%	Given real opportunity to improve skills	69%
59%	Recommend org. as good place to work	67%
62%	Do not intend to leave organization	67%
54%	Talents are used well in the workplace	61%
39%	Personal empowerment with respect to work processes	47%

Conclusion

The results of this report show that Federal telework programs continue to expand and improve. Telework eligibility has remained relatively stable over the last few years, while telework participation has continued to increase. A decline in routine telework observed in 2013 appears to have reversed, while situational and very infrequent telework have remained stable. In addition, agencies are improving their data collection efforts, and agency leaders are increasingly taking action to promote telework.

Agencies are also progressing in setting and evaluating telework participation and outcome goals. Findings from the 2014-15 Data Call show that agencies are actively leveraging telework to achieve strategic goals. In nearly every area, agencies reported increased goal-setting activity compared to 2013. In addition, agencies reported using a wide range of strategies and metrics to measure success, in some cases including rigorous approaches such as pilot studies, experiments, and original surveys.

The progress in Federal telework programs is also evident from employee data from the Federal Employee Viewpoint Survey (FEVS). Data from the 2015 FEVS confirm continued increases in telework participation and decreases in the prevalence of barriers to telework. In addition, teleworkers continue to report more positive job attitudes, including higher levels of job satisfaction and employee engagement, compared to employees who face barriers to telework. These results provide further support for agency-reported benefits associated with telework programs.

Since the initial implementation of the Telework Enhancement Act, the Federal Government has significantly expanded telework. Once relatively rare, telework has evolved into a widespread practice that agencies actively leverage to achieve strategic goals such as recruitment, retention, performance, environmental benefits, emergency preparedness, and cost savings. This evolution has occurred alongside changes in the nature of work and work preferences in society as a whole.

Nevertheless, telework represents a fundamental shift in how people think about and perform work. Federal agencies have made considerable progress, but they also continue to report challenges such as management resistance, outdated cultural norms, and technology limitations. While telework participation has continued to increase, many agencies have not revisited eligibility determinations since the initial implementation of their programs. In addition, some agencies still struggle to fully leverage goal-setting and evaluation to achieve more successful programs.

To overcome these challenges and further expand Federal telework programs, agencies must approach their programs systematically as strategic change management initiatives. Goal-setting, evaluation, and improved telework tracking methods are critical components of such an approach. Moving forward, OPM plans to continue its efforts to support agencies by providing guidance and consultation in the areas of telework policy, implementation, goal-setting, and evaluation. In addition, to improve the quality of telework data reporting, OPM is advancing an initiative to transition data collection for telework participation and frequency to automated data submitted through payroll systems. These efforts reflect OPM's ongoing commitment to promoting robust Federal telework programs that yield benefits for employees, agencies, and the community.

Appendices

APPENDIX 1. Figure Descriptions and Data

FIGURE 1

Telework Eligibility, FY 2011–2015
The percentage of employees who are eligible to telework has remained stable in recent years.

Year	Percent of employees
2011	33%
2012	47%
2013	45%
2014	44%
2015	44%

FIGURE 2

Telework Participation, FY 2011-2015
Telework participation has increased steadily over time as both a percentage of all Federal employees and as a percentage of eligible Federal employees.

Year	Percent of all employees	Percent of eligible employees
2015	20%	46%
2014	18%	42%
2013	17%	39%
2012	14%	29%

FIGURE 3

Subagency Variation in Telework Participation in 2015
Within agencies, subagencies report wide ranges of telework participation.

Agency	Subagency range of telework participation
Agriculture	37% - 100%
Commerce	14% - 55%
Defense	11% - 44%
Education	8% - 84%
Energy	25% - 63%
HH Services	20% - 90%
Homeland Security	4% - 90%
Justice	0% - 94%
Labor	0% - 100%
State	33% - 100%
Transportation	54% - 95%
Treasury	48% - 113%
Interior	7% - 85%

FIGURE 4

Frequency of Telework Participation, FY 2012-2015
The percentage of teleworkers who telework situationally remains steady, while routine telework participation is increasing

Year	3 or more days	1-2 days	No more than once monthly	Situational
2012	27%	34%	15%	40%
2013	22%	25%	18%	46%
2014	29%	32%	18%	46%
2015	31%	34%	18%	46%

FIGURE 5

Method for Determining Number of Teleworkers

A majority of agencies use time and attendance systems to count teleworkers. Note: Agencies were allowed to select multiple answers.

Method	Percentage
Time & attendance (T&A) system	61%
Manual review of telework agreements	31%
Surveyed employees, managers, other personnel	12%
Other	11%
T&A system and customized tracking system	8%
Customized tracking system	6%

FIGURE 6

Agency Methods for Calculating Number of Days Teleworked

When calculating the number of days teleworked, it is the usual practice to include... Note: Agencies were allowed to select multiple answers.

Methods	Percentage
Employees who only work full work days from an alternative location	34%
Employees who work any part of the work day from an alternative location	75%
Other	2%

FIGURE 8

Telework Participation Goal Progress

Goal Assessment	Infrequent Participation	Frequent Participation	Total Participation
Met by 2014	36%	23%	41%
Met by 2015	1%	2%	5%
Not verifiable	2%	2%	2%
No goal provided	42%	51%	24%
Not met	18%	22%	28%

FIGURE 9

Percentage of Agencies Setting Participation Goals

More agencies are setting both total participation and telework frequency goals.

Goal Type	Set 2014 Goal	Set 2016 Goal
Total and frequency goal	58%	63%
Total participation goal only	18%	19%
No goal	18%	18%
Frequency goal only	6%	0%

FIGURE 10

Percentage of Agencies Setting Outcome Goals

Agencies report increased outcome goal activity in nearly every area. Note: Agencies were allowed to select multiple answers.

Outcome Goal	2013 Data Call	2014-15 Data Call
Emergency Prep.	47%	59%
Attitudes	41%	58%
Recruitment	30%	35%
Retention	32%	35%
Commuter Miles	18%	29%
Performance	13%	17%
Real Estate	19%	17%
Energy	10%	13%

FIGURE 11

Agency Management Efforts to Promote Telework

Most agencies are taking action at the leadership level to promote telework. Note: Agencies were allowed to select multiple answers.

Efforts to Promote Telework	2013	2015
Emphasizing telework as part of COOP events	74%	80%
Advocating telework in agency-wide meetings	55%	55%
Sending agency-wide emails of support	39%	45%
Aligning telework with agency strategic goals and mission	35%	42%
Hosting special telework events	34%	30%
Other	17%	18%
Using goals/measurement to hold managers accountable	15%	18%
Posting signs/posters	14%	12%
No action to specifically promote telework	13%	5%

FIGURE 12

Results from the 2015 Federal Employee Viewpoint Survey

Telework Participation	Percentage
Telework	31.3%
Do not telework by choice	12.5%
Do not telework due to barrier	56.2%
Do not telework - must be physically present on the job	31.7%
Do not telework - technical issues	4.7%
Do not telework - did not receive approval to do so	19.8%

Telework Satisfaction	Percentage
Very Dissatisfied	3%
Dissatisfied	6%
Neither	13%
Satisfied	40%
Very Satisfied	39%

Gender	Percentage
Male	51%
Female	49%

Age	Percentage
Under 40	25%
40-49	27%
50-59	35%
60 and over	13%

Supervisory status	Percentage
Non-supervisor	81%
Supervisor/Executive	19%

Tenure	Percentage
5 years or less	20%
6 to 14 years	37%
15 years or more	44%

Telework and Employee Attitudes

Attitude	Teleworker	Non-Teleworker Due to Barrier
Personal empowerment	47%	39%
Talents used well	61%	54%
Retention intent (to stay)	67%	62%
Recommend organization	67%	59%
Improve skills	69%	56%
Job satisfaction	69%	61%
Employee engagement	69%	60%
Trusts supervisor	73%	62%
Employees share knowledge	77%	70%
Know expectations	80%	78%
Held accountable	85%	78%
Supervisor supports Work-Life	86%	73%

APPENDIX 2. Federal Telework Logic Model

Inputs *Investments*	Outputs		Outcomes-Impact		
	Activities	*Participation*	*Short Term*	*Intermediate*	*Long Term*

Inputs — Investments
- Policy
- Performance management system
- Training resources
- IT resources (including cybersecurity measures)
- Home office resources

Outputs — Activities

Agency/TMO
- Develop/implement policy
- Provide suitable manager/employee training
- Enable effective secure remote access
- Ensure IT support services
- Home office resources
- Ensure employee awareness of eligibility
- Adopt location-independent ways of measuring performance and productivity
- Support electronic-facilitated teamwork

Employee
- Participate in program
- Maintain awareness of policy/agreement
- Maintain communication with coworkers/manager

Manager
- Demonstrate trust and support of teleworkers
- Distribute fair workload
- Model telework behavior

Outputs — Participation
- Agency/Telework Managing Officer
- Employee
- Manager

Outcomes-Impact — Short Term

Agency/TMO
- Telework program available to eligible employees

Employee
- Participates in telework

Manager
- Aware of telework benefits

Outcomes-Impact — Intermediate

Agency/TMO
- Employee attraction, retention, engagement
- Improved perf
- Reduced costs
- Reduced absence

Employee
- Productive
- Reduced stress
- Reduced work-family conflict
- Incr engagement
- Reduced turnover
- Incr commitment
- Job satisfaction
- Telework satisfaction

Manager
- Supports telework
- Maintains competence in managing telework (trust, performance mgt)

Outcomes-Impact — Long Term

Agency
- Reduced operations costs
- Improved Federal emergency preparedness
- Improved overall effectiveness

Community
- Improved citizen safety (e.g., road, neighborhood)
- Reduced traffic congestion

Environment
- Decreased pollution
- Conservation of energy resources

Unintended Consequences

OPM developed a logic model in 2011 to guide evaluation of the overall change initiative pursued under the Telework Enhancement Act. The model is a roadmap for understanding the evaluation process and goal objectives guiding agency efforts to promote telework. The logic model includes three central components that are theorized to occur in order: 1) inputs, 2) outputs, and 3) outcomes and impacts.

Inputs are the resources that go into a program. These include the following investments:

- Policy
- Performance management system
- Training resources
- IT resources (including cybersecurity measures)
- Home office Resources

Outputs are the direct results or products that result from the activities of participants. These include:

Agency/TMO

- Develop/implement policy
- Provide suitable manager/employee training
- Enable effective secure remote access
- Ensure IT support services
- Provide home office resources
- Ensure employee awareness of eligibility
- Adopt location-independent ways of measuring performance and productivity
- Support electronic-facilitated teamwork

Employee

- Participate in program
- Maintain awareness of policy/agreement
- Maintain communication with coworkers/manager

Manager

- Demonstrate trust and support of teleworkers
- Distribute fair work load
- Model telework behavior

Outcomes and impacts are changes or benefits resulting from the program at multiple levels. These include the following short-term, intermediate-term, and long-term effects:

Short-Term

Agency/TMO

- Telework program available to eligible employees

Employee

- Participates in telework

Manager

- Aware of telework benefits

Intermediate-Term

Agency/TMO

- Employee attraction, retention, engagement
- Improved performance
- Reduced costs
- Reduced absence

Employee

- Productive
- Reduced stress
- Reduced work-family conflict
- Increased engagement
- Reduced turnover
- Increased commitment
- Job satisfaction
- Telework satisfaction

Manager

- Supports telework
- Maintains competence in managing telework (trust, performance management)

Long-Term

Agency

- Reduced operations costs
- Improved Federal emergency preparedness
- Improved overall effectiveness

Community

- Improved citizen safety (e.g., road, neighborhood)
- Reduced traffic congestion

Environment

- Decreased pollution
- Conservation of energy resources

Unintended consequences are a risk at all stages of the process.

2014-15 Telework Data Call

Please enter your password to begin the 2014-15 Telework Data Call.

Password: _____

(End of Page 1)

You are completing this survey on behalf of:

Agency: _____ *[Prepopulated]*
Subagency (if applicable): _____ *[Prepopulated]*

(End of Page 2)

Welcome to the U.S. Office of Personnel Management's (OPM's) 2014-15 Call for Telework Data. Agency participation in this annual survey is a requirement under the Telework Enhancement Act of 2010, Public Law 111-292 (the Act). This form allows systematic data collection. Results will be collated and reported to Congress.

The site to enter data will be open as of **November 2, 2015.** All responses must be received by COB **December 11, 2015.**

(End of Page 3)

REPORTING INSTRUCTIONS

The questions in this survey ask for information about your telework program. Please answer every question as completely as possible and respond by referring to current practices for your telework program.

Report data according to the specified timeframe
Try to follow the dates suggested for data collection as closely as possible. However, we

recognize that not every agency uses the same approach to data collection, and the timeframe for data availability may be unique to your own agency. Just remain consistent about reporting and, when asked, please describe the timeframe you employed as clearly and completely as possible.

Respond consistently and according to majority practice
When responding to survey items, we ask you to respond based on the customary practice for the majority of the agency as outlined in your overall agency policy, not based on the exceptions to the rule or unique practices of a few. For example, when asked to indicate your agency goals for telework, answer according to the practice of the majority of the organization for which you are responding.

Reporting at the subagency level
The Telework Enhancement Act is very specific in directing certain agencies to report telework participation data for each bureau, division, or other major administrative unit of the agency. Agencies must respond to questions using this level of detail if they are included in the list shown in section 5312 (see Appendix A). When responding for a specific administrative unit (e.g., agency, bureau, component, division), please be consistent and answer according to what is customary and documented practice for that level of the organization. Subagency respondents should only provide responses for their subagencies.

Avoid skipping questions
We encourage agencies to avoid skipping questions. It is important for us to have the most complete information possible. The answers you provide to this survey will help OPM develop telework guidance and resources for the Federal Government and will be shared with Congress.

That said, there will be some questions that do not apply to your agency. For example, answering "yes" versus "no" to a question may take you to differing follow-up questions. As a result, some questions may be deliberately skipped and may appear as blank on your final review page. Also, you are likely to find that your page number skips. This is because the data call will skip you past pages that are not relevant to you.

Report numbers accurately
When a required question calls for numbers, you must enter a number or select "Not applicable/no record." Only enter "0" when you mean "zero." Zero does not equate to "not applicable."

Please complete and submit the requested information by the deadline
All responses must be received by **December 11, 2015**. Failure to submit your data by this date will mean that your agency will not be included in the annual telework report to Congress. Keep in mind that the Telework Enhancement Act requires that each Executive agency submit telework data to OPM for inclusion in the 2016 report and subsequent annual reports to Congress. Currently, responding to this Data Call is your only

opportunity to ensure that your agency has met the reporting requirements in the Act.

If you have concerns or questions, please contact us at TeleworkQuestion@opm.gov.

(End of Page 4)

DEFINITIONS AND DATA TERMS

The Telework Enhancement Act provides the official Governmentwide definitions for telework. The version below considers practice and operationalizes the Act definition. **Please respond to the survey using this definition:**

Telework is a work arrangement that allows an employee to perform work, during any part of regular, paid hours, at an approved alternative worksite (e.g., home, telework center). This definition of telework includes what is generally referred to as remote work but does <u>not</u> include any part of work done while on official travel or mobile work. See the following clarifications on remote and mobile work.

   - Remote work: A work arrangement in which the employee resides and works at a location beyond the local commuting area of the employing organization's worksite. The arrangement generally includes full-time telework and may result in a change in duty location to the alternative worksite (e.g., home). For reporting purposes, these employees <u>should be included</u> as teleworkers.

   - Mobile work: Work that is characterized by routine and regular travel to conduct work in customer or other worksites as opposed to a single authorized alternative worksite. Examples include site audits, site inspections, investigations, property management, and work performed while commuting, traveling between worksites, or on Temporary Duty (TDY). For reporting purposes, these employees <u>should NOT be included</u> as teleworkers.

Day
For the purposes of this data collection, the term "day" (not to be confused with determining eligibility) refers to any part of a day. So a telework day for an employee can be considered an instance in which the employee teleworks a full work day OR any part of a work day from an alternative location**.**

Employee
For the purposes of this survey, the term "employee" refers to a Federal civilian employee. Please exclude military personnel and contractors. If possible, include full-time, part-time, and intermittent employees in totals.

Eligibility to Participate in Telework

The Telework Enhancement Act refers to telework "eligibility" and "participation." For the purposes of this survey, we have combined eligibility and participation into a single factor: *eligibility to participate* in telework. For the purposes of this survey, an employee is **eligible to participate** in telework if all of the following parameters are true:

- The employee has not been officially disciplined for being absent without permission for more than 5 days in any calendar year.

- The employee has not been officially disciplined for violations of subpart G of the Standards of Ethical Conduct for Employees of the Executive Branch for viewing, downloading, or exchanging pornography, including child pornography, on a Federal Government computer or while performing official Federal Government duties.

- Teleworking does not diminish the employee's performance or agency operations.

- For an employee participating in the telework program, participation and performance complies with the requirements and expectations of his/her telework agreement.

- The employee's official duties do not require on a FULL day basis (ALL DAY, every work day):
    - direct handling of secure materials determined to be in appropriate for telework by the agency head; or
    - on-site activity that cannot be handled remotely or at an alternative worksite

- The employee and/or the employee's position are not disqualified based on additional criteria established by the organization.

Types of Telework

For purposes of this survey, there are two types of telework:

Routine: Telework that occurs as part of a previously approved, ongoing, and regular schedule.

Situational: Telework that is approved on a case-by-case basis, where the hours worked were not part of a previously approved, ongoing, and regular telework schedule. This includes emergency telework. *Examples of situational telework include telework as a result of inclement weather, doctor appointment, or special work assignments. Situational telework is sometimes also referred to as episodic, intermittent, unscheduled, or ad-hoc telework.*

(End of Page 5)

General Questions

1. Are you replying on behalf of an:

○ Agency
○ Subagency

2. Please provide the following information about your agency/subagency telework representative who prepared out this report:

    Last name _____
    First name _____
    Phone _____
    Email address _____

3. Please provide the following information about your agency Telework Managing Officer:

    Last name _____
    First name _____
    Phone _____
    Email address _____

(End of Page 6)

Telework Eligibility, Participation, and Frequency 2015

2015 Telework Eligibility and Participation

4. What was the total number of employees in your agency/subagency as of **September 30, 2015** (or the closest date for which you have data)?

    ☐ Please provide a number: _____
    ☐ Not applicable/no record

5. What was the total number of employees determined eligible to participate in telework under the Act's requirements and any additional agency/subagency policy as of **September 30, 2015** (or the closest date for which you have data)?

    ☐ Please provide a number: _____
    ☐ Not applicable/no record

6. Consider the entire **Fiscal Year 2015**. How many employees teleworked during this time period?

    ☐ Please provide a number: _____
    ☐ Our data collection system does not permit us to collect annual data for 2015 *[Skip to question 10]*

(End of Page 7)

Changes in Telework Participation, FY 2013 to FY 2015

Please note your <u>percent change</u> in participation from FY 2013 to FY 2015. A positive value indicates an *increase* in telework participation, while a negative value indicates a *decrease* in telework participation. For example, a percent change of 12 means that your telework participation increased by 12 percent from FY 2013 to FY 2015, while a percent change of **-**12 means that your telework participation decreased by 12 percent from FY 2013 to FY 2015. *[Display only for agencies, not subagencies]*

Your reported telework participation for FY 2015 (from question 6):
_____ *[Prepopulated]*

Your reported telework participation for FY 2013 (from 2013 Data Call):
_____ *[Prepopulated]*

Your percent change in participation from FY 2013 to FY 2015:
_____ *[Prepopulated]*

7. **If the percent change in participation displayed above is larger than 10 (positive or negative)**, please describe the reason for this increase or decrease in telework participation between FY 2013 and FY 2015. *[Ask only of agencies, not subagencies]*

_____
_____
_____

(End of Page 8)

_____

Fiscal Year 2015 Telework Frequency

8. Consider the **entire Fiscal Year 2015**. How many employees teleworked in each of the following frequency categories?

Please remember to <u>only provide ONE response per row</u> (either a number *or* not applicable/no record).

	Provide a number	Not applicable/no record
No more than once per month	_____	☐
1 or 2 days during a two-week period	_____	☐
3 or more days during a two-week period	_____	☐
Situational telework	_____	☐

(End of Page 9)

---

9. How many employees conducted remote work during **Fiscal Year 2015**?

   ☐ Please provide a number: _____
   ☐ Our agency does not maintain records of remote work
   ☐ Our records do not permit us to report on remote work separately from other forms
of telework
   ☐ Other. Please describe: _____

(End of Page 10)

[Ask questions 9.1 and 9.2 if respondent provides a number for remote workers in question 9]

9.1. Are these remote workers included in your reported telework totals for **Fiscal Year 2015**?

   ☐ Yes
   ☐ No
   ☐ Other. Please describe: _____

9.2. Do these remote workers include employees whose official duty station has changed to an alternative worksite?

   ☐ Yes
   ☐ No
   ☐ Other. Please describe: _____

(End of Page 11)

2015 Non-Fiscal Year Telework Participation and Frequency

[Ask questions 10 through 13 only if respondent answers "Our data collection system does not permit us to collect annual data for 2015" for question 6]

Since you reported that your data collection system does not permit you to collect annual data for 2015, the following participation and frequency questions ask you to report data based on the month of September.

September 2015 Telework Participation

Please consider the month of **September 2015.** Prior data calls have specified pay period, but because this may be four weeks for some agencies, please consider a *typical* two-week period in September. If possible, please use the same timeframe you used for the 2013 Data Call.

10. Please describe which time period in **2015** your data represent.

_____
_____
_____

10.1. How many employees teleworked during the time period you selected for **2015**?

☐ Please provide a number: _____

(End of Page 12)

Changes in Telework Participation, September 2013 to September 2015

Please note your percent change in participation from September 2013 to September 2015. A positive value indicates an *increase* in telework participation, while a negative value indicates a *decrease* in telework participation. For example, a percent change of 12 means that your telework participation increased by 12 percent from 2013 to 2015, while a percent change of **-**12 means that your telework participation decreased by 12 percent from 2013 to 2015. *[Display only for agencies, not subagencies]*

Your telework participation for September 2015 (from question 10.1):
_____ *[Prepopulated]*

Your telework participation for September 2013 (from 2013 Data Call):
_____ *[Prepopulated]*

Your percent change in participation from 2013 to 2015:
_____ *[Prepopulated]*

11. **If the percent change in participation displayed above is larger than 10 (positive or negative)**, please describe the reason for this increase or decrease in telework

participation between September 2013 and September 2015. *[Ask only of agencies, not subagencies]*

_____
_____
_____

(End of Page 13)

2015 Telework Frequency

12. Consider the same two-week time period you used to answer question 10 for **September 2015**. How many employees teleworked in each of the following frequency categories?

	Provide a number	Not applicable/no record
No more than once per month	_____	☐
1 or 2 days during a two-week period	_____	☐
3 or more days during a two-week period	_____	☐
Situational telework	_____	☐

(End of Page 14)

13. How many employees conducted remote work during the same two-week **September 2015** period specified in question 10?

☐ Please provide a number: _____
☐ Our agency does not maintain records of remote work
☐ Our records do not permit us to report on remote work separately from other forms of telework
☐ Other. Please describe: _____

(End of Page 15)

[Ask questions 13.1 and 13.2 if respondent provides a number for remote workers in question 13]

13.1. Are these remote workers included in your reported telework totals for **September 2015**?

☐ Yes
☐ No
☐ Other. Please describe: _____

13.2. Do these remote workers include employees whose official duty station has changed to an alternative worksite?

☐ Yes
☐ No
☐ Other. Please describe: _____

(End of Page 16)

_____

Telework Eligibility, Participation, and Frequency 2014

2014 Telework Eligibility and Participation

14. What was the total number of employees in your agency/subagency as of **September 30, 2014** (or the closest date for which you have data)?

☐ Please provide a number: _____
☐ Not applicable/no record

15. What was the total number of employees determined eligible to participate in telework under the Act's requirements and any additional agency/subagency policy as of **September 30, 2014** (or the closest date for which you have data)?

☐ Please provide a number: _____
☐ Not applicable/no record

16. Consider the entire **Fiscal Year 2014**. How many employees teleworked during this time period?

☐ Please provide a number: _____
☐ Our data collection system does not permit us to collect annual data for 2014 *[Skip to question 18]*

(End of Page 17)

Fiscal Year 2014 Telework Frequency

17. Consider the **entire Fiscal Year 2014**. How many employees teleworked in each of the following frequency categories?

Please remember to <u>only provide ONE response per row</u> (either a number *or* not applicable/no record).

	Provide a number	Not applicable/no record
No more than once per month	_____	☐
1 or 2 days during a two-week period	_____	☐
3 or more days during a two-week period	_____	☐
Situational telework	_____	☐

(End of Page 18)

2014 Non-Fiscal Year Telework Participation and Frequency

[Ask questions 18 and 19 only if respondent answers "Our data collection system does not permit us to collect annual data for 2014" for question 16]

Since you reported that your data collection system does not permit you to collect annual data for 2014, the following participation and frequency questions ask you to report data based on the month of September.

September 2014 Telework Participation

Please consider the month of **September 2014.** Prior data calls have specified pay period, but because this may be four weeks for some agencies, please consider a *typical* two-week period in September. <u>If possible, please use the same timeframe you used for the 2013 Data Call.</u>

18. Please describe which time period in **2014** your data represent.

_____

_____

_____

18.1. How many employees teleworked during the time period you selected for **2014**?

☐ Please provide a number: _____

(End of Page 19)

2014 Telework Frequency

19. Consider the same two-week time period you used to answer question 18 for **September 2014**. How many employees teleworked in each of the following frequency categories?

Please remember to <u>only provide ONE response per row</u> (either a number *or* not applicable/no record).

	Provide a number	Not applicable/no record
No more than once per month	_____	☐
1 or 2 days during a two-week period	_____	☐
3 or more days during a two-week period	_____	☐
Situational telework	_____	☐

(End of Page 20)

SURVEY ENDS HERE FOR SUBAGENCY RESPONDENTS

Data Collection Methods

20. When calculating the *number of days* teleworked, is it the usual practice in your agency to include: (Mark all that apply)

☐ Employees who only work full work days from an alternative location
☐ Employees who work *any part* of the work day from an alternative work location (this includes a full work day)
☐ Other. Please describe: _____

21. How did you determine the number of teleworkers reported in the telework participation and frequency questions above? (Mark all that apply)

☐ Tracked telework through a time and attendance system
☐ Used a customized telework electronic tracking system
☐ Manual review of telework agreements
☐ Surveyed employees, managers, or other personnel
☐ Other. Please describe: _____

(End of Page 21)

Telework Goals
Fiscal Year 2016 Participation Goals

The Telework Enhancement Act requires each agency to establish an "agency goal for increasing telework participation to the extent practicable or necessary for the next reporting period." The Act also requires every Executive agency to set participation goals by telework frequency.

22. Enter your agency goals for the following categories for **Fiscal Year 2016**.

Please remember to <u>only provide ONE response per row</u> (either a number *or* percentage *or* not applicable/no record).

Goals for Fiscal Year 2016	Goal for number of employees teleworking	Goal for percentage of <u>eligible</u> employees teleworking (e.g., 14%)	Not applicable/no record
Total participation goal	_____	_____	☐
Situational telework	_____	_____	☐
Infrequent routine telework, that is, 2 or fewer days per two-week period	_____	_____	☐
Frequent routine telework, that is, 3 or more days per two-week period	_____	_____	☐

(End of Page 22)

[Ask questions 22.1 and 22.2 if respondent selects "Not applicable/no record" for any of the categories in question 22]

22.1. If you selected "Not applicable/no record" for any of the categories in question 22, please describe what has prevented you from establishing a numeric goal and the timeline you have for establishing such a goal.

_____
_____
_____

22.2. If you selected "Not applicable/no record" for any of the categories in question 22 and would like to provide a non-numeric goal (i.e., description of the goal), please use this space:

_____
_____
_____

(End of Page 23)

Meeting Fiscal Year 2014's Participation Goal

The Telework Enhancement Act of 2010 requires agencies to report on their progress towards meeting participation goals. If you believe there is a discrepancy between the goal in our records (shown next) and what you submitted in the last Data Call, please contact OPM staff at TeleworkQuestion@opm.gov.

The following is your agency's reported 2014 participation goal from the last (2013) Data Call:

Type of goal provided: _____ *[Prepopulated]*
Submitted goal: _____ *[Prepopulated]*

23. Did you meet this goal for 2014?

☐ Yes
☐ No
☐ Not applicable (no numeric goal provided in 2013)

(End of Page 24)

[Ask questions 23.1 and 23.2 if respondent selects "No" for question 23]

23.1. Please explain why you were not able to meet your Fiscal Year 2014 participation goal.

_____
_____
_____

23.2. Please describe any action being taken at your agency to identify and eliminate barriers to maximizing telework participation for the next reporting period.

_____
_____
_____

(End of Page 25)

Setting and Assessing Telework Outcome Goals

24. Since the last Data Call (2013), has your agency made progress in using telework to further any of the following goals? (Mark all that apply)

PLEASE NOTE: Subsequent questions will ask you to describe your efforts for each goal you select.

- ☐ Employee recruitment
- ☐ Employee retention
- ☐ Improved employee performance
- ☐ Improved employee attitudes (e.g, job satisfaction)
- ☐ Emergency preparedness
- ☐ Reduced energy use
- ☐ Reduced/avoided real estate costs
- ☐ Reduced commuter miles
- ☐ Other goals

(End of Page 26)

___

[Ask each of the following questions only if respondent selects the applicable goal in question 24]

24.1. Please describe the progress your agency has made in using telework to achieve the goal of **employee recruitment**. For example, include the goal you set, the strategies you have used to achieve it, and the data and methodology you have used to evaluate your progress.

_____
_____
_____

24.2. Please describe the progress your agency has made in using telework to achieve the goal of **employee retention**. For example, include the goal you set, the strategies you have used to achieve it, and the data and methodology you have used to evaluate your progress.

_____
_____
_____

24.3. Please describe the progress your agency has made in using telework to achieve the goal of **improved employee performance**. For example, include the goal you set, the

strategies you have used to achieve it, and the data and methodology you have used to evaluate your progress.

_____

_____

_____

24.4. Please describe the progress your agency has made in using telework to achieve the goal of **improved employee job attitudes (e.g., job satisfaction)**. For example, include the goal you set, the strategies you have used to achieve it, and the data and methodology you have used to evaluate your progress.

_____

_____

_____

24.5. Please describe the progress your agency has made in using telework to achieve the goal of **emergency preparedness**. For example, include the goal you set, the strategies you have used to achieve it, and the data and methodology you have used to evaluate your progress.

_____

_____

_____

24.6. Please describe the progress your agency has made in using telework to achieve the goal of **reduced energy use**. For example, include the goal you set, the strategies you have used to achieve it, and the data and methodology you have used to evaluate your progress.

_____

_____

_____

24.7. Please describe the progress your agency has made in using telework to achieve the goal of **reduced/avoided real estate costs**. For example, include the goal you set, the strategies you have used to achieve it, and the data and methodology you have used to evaluate your progress.

_____

_____

_____

24.8. Please describe the progress your agency has made in using telework to achieve the goal of **reduced commuter miles**. For example, include the goal you set, the strategies you have used to achieve it, and the data and methodology you have used to evaluate your progress.

_____
_____
_____

24.9. Please describe the progress your agency has made in using telework to achieve **any other goals**. For example, include the goal you set, the strategies you have used to achieve it, and the data and methodology you have used to evaluate your progress.

_____
_____
_____

(End of Page 27)

Best Practices and Success Stories

25. If you have compelling success stories of met goals from a pilot or division within your agency and would like to report those, please use the space here. Remember to be as specific and detailed as possible when describing the goal, measures/metrics, timeframe, and method used to evaluate your goal achievement. Refer to the Standards for help in determining how to describe evidence for your goal achievements.

_____
_____
_____

(End of Page 28)

Agency Management Efforts to Promote Telework

The Telework Enhancement Act tasks the Chief Human Capital Officer (CHCO) of each agency with collecting information on management efforts to promote telework. For that reason, we have included the following questions. To meet the intent of the law, we recommend that you collaborate with your CHCO and/or TMO. Results will be collated and delivered to the CHCO council for their annual report.

26. Consider **Fiscal Year 2015**. Please describe how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.

_____

_____

_____

27. In what ways has your agency's management (e.g., agency leadership, TMO, CHCO) promoted your telework program in **Fiscal Year 2015**? (Mark all that apply)

☐ Aligns telework with agency strategic goals and mission
☐ Advocates telework in agency-wide meetings (e.g., all-hands meetings)
☐ Uses telework goal setting and measurement to hold managers accountable
☐ Emphasizes telework as part of COOP (continuity of operations plan) events
☐ Special telework events (e.g., telework awareness weeks, telework drills)
☐ Agency-wide emails of support
☐ Signs/posters
☐ Other. Please describe: _____
☐ Our agency has taken no action to specifically promote telework since the last data call

(End of Page 29)

Congratulations! If you are seeing this page, you are nearly finished with data entry. The next step is to submit your data to make certain it is sent to OPM.

To submit data, please go to the next page and select SUBMIT. A summary of the questions and your answers will appear after you choose submit – **be sure to print the summary for your records**. If you find that you made mistakes in entering the data, you will be able to get back into this Data Call site to correct them. Just use the link and password you used to get in initially.

As a reminder, if you are required to report for subagencies, please do so using the separate link and password you should have received for each of them.

(End of Page 30)

Submit Survey

(End of Page 31)

END OF SURVEY – THANK YOU!

* <u>PLEASE NOTE:</u> After you click "Submit," a summary page will display your answers to the survey questions. Some questions may not appear due to skip patterns in the survey. Please print a copy of this for your records! If you notice a mistake, you can log back into the survey, make the correction, and click "Submit" again during the open survey period.

Appendix A: List of Agencies to Report at the Subagency Level

In outlining contents for the annual telework report to Congress, the Telework Enhancement Act specifies:

(2) CONTENTS.—Each report submitted under this subsection shall include—

(A) the degree of participation by employees of each executive agency in teleworking during the period covered by the report (and for each executive agency whose head is referred to under section 5312, the degree of participation in each bureau, division, or other major administrative unit of that agency).

Those agencies required to report at the sublevels directed in the law, and included under section 5312, are listed below:

5312. Positions at level I
Secretary of State.
Secretary of the Treasury.
Secretary of Defense.
Attorney General.
Secretary of the Interior.
Secretary of Agriculture.
Secretary of Commerce.
Secretary of Labor.
Secretary of Health and Human Services.
Secretary of Housing and Urban Development.
Secretary of Transportation.
United States Trade Representative.
Secretary of Energy.
Secretary of Education.
Secretary of Veterans Affairs.
Secretary of Homeland Security.
Director of the Office of Management and Budget.
Commissioner of Social Security, Social Security Administration.
Director of National Drug Control Policy.
Chairman, Board of Governors of the Federal Reserve System.
Director of National Intelligence

Appendix B: Standards for Setting and Evaluating Telework Program Goals

It is important that you follow best practices for setting and assessing your agency telework goals. Keep in mind that setting goals will help you to make the business case for telework and, more importantly, facilitate development of an effective program that meets the needs of your agency and its employees. Demonstrating the value of your telework program starts with setting goals that align the program with agency mission, culture and needs, as well as showing that your goals have led to desirable outcomes. We strongly urge you to adopt an action planning approach for setting and developing plans for achieving your goals (see the last section for an action plan template).

The tips and practices outlined in this document have been organized to help you set appropriate goals, understand how to build evidence to show your goals have been met and, finally, help you answer questions on the data call.

Tips for Establishing a Goal

1. Choose a goal that is relevant to your organization's mission, feasible, controllable, and that clearly benefits your agency.
2. Articulate this goal clearly. State exactly what you plan to achieve and how you plan to achieve it.
3. Present a clear timeline for achieving your goal. Consider articulating your timeline as a series of small milestones and associated deliverables.
4. Identify the budget, resources, and approvals you will need for accomplishing each milestone.
5. Locate appropriate data for measuring progress. Describe the data, metric/measurement, and method of analysis to be used.

Characteristics of an Appropriate Goal: Goals should be SMART

Specific: Set highly detailed and concrete objectives for your telework program. Determine:

- What exactly is your goal?
- What exactly do you intend to accomplish through this goal?
- How are you going to meet your goal? Lay out which actions need to be taken by which people and when.

Measurable: On what evidence will you determine that your goal has been met? Put a figure or value, such as a dollar amount or percentage, to the objective.

Attainable: Make sure to set goals that are within your reach. It is best to focus on a few, attainable goals especially if you are just starting to set goals for your telework program. Establishing successes by attaining a few "low-hanging fruit" objectives can be motivating, and reporting these successes to leadership can also help you to gain necessary support. Initial successes will also help you to identify and support longer-term, more ambitious goals.

Realistic: Consider available resources and set goals that can reasonably be achieved. Remember to assess the resources you will need to evaluate your goals, including access to data.

Time-specific and **T**imely: Set a deadline to keep things on track. Goals also need to meet the needs of decision-makers and reporting requirements, so keep any leadership priorities, deadlines, and reporting dates in mind as goal drivers.

In sum, choose goals that are relevant to your organization's mission and add value to your organization, feasible within your resource constraints, and within your control to change.

Example of a Goal and Goal Explanation:

Reduce our transit subsidy spending by 5% by Fiscal Year 2015. [Clearly articulated, specific, and includes a timeline and is measurable] This aligns with our mission of serving the American public in that we will be able to control costs, spending as few tax dollars as possible. [Aligned with mission]

We will achieve this goal by encouraging more frequent telework by more employees. [Clear extension of goal, introduces process by which goal will be achieved]

We plan to hold briefings during mandatory, all-manager meetings to encourage them to suggest and grant employee requests to telework on a more frequent basis. [Clearly articulates actionable steps and what you plan to do exactly]

We will also post signs around our main building and send emails to let employees know about this effort, showcase the benefits for the agency and the environment, and encourage them to request more frequent telework. [Clearly includes assessment of resources and showcases a low-cost approach and a short-term goal that can be accomplished and measured prior to the next data call and is clearly realistic, attainable, and within your control – low-hanging fruit]

Choosing a Timeframe
Consider your telework program's stage of development. Outcome goals are typically not realized until programs are fully implemented. Consider both short- and long-term goals. Some goals are achievable in a year, whereas others may take several years to achieve. Long-term goals may be best expressed as a series of short-term goals.

Example

We plan to reduce our office space needs by 10% by Fiscal Year 2017. [Clearly articulates goal, is specific, gives a timeframe] This aligns with our mission of efficiently serving the American public by effectively using resources and strategies to limit business costs. [Aligned with mission]

During Year 1 we plan to establish a 6-month pilot of a hoteling program by February 1, 2014, among our HR department employees. [Sets a milestone goal clearly, specifically, and with a timeframe]

We will experiment with a shared office design in their office suite and move employees to a 3-4 day a week telework schedule. [Clearly articulates what you plan to do: specific]

We will evaluate the result using a survey of employees and managers in Year 2, with results distributed by March 1, 2015. [Describes metric (survey) and how it will be used]

If the pilot is successful, we will move towards an agency-wide effort in Year 3, with roll-out of an agency-wide hoteling program in by the end of Fiscal Year 2016, and we will evaluate again in Year 4 to demonstrate our goal satisfaction of a 10% reduction in office space. [Sets another milestone goal, clearly states how you will achieve it, and explains evaluation, with source of data (amount of office space)]

Choosing a Method for Assessing Your Goal

We assess telework goals to be able to demonstrate that telework caused something good to happen. The key question: How can we prove that telework was the driving force behind the benefits we see? Depending on your constraints, you may or may not be able to show that telework *caused* the benefits you found, but you can find evidence that supports a connection between telework and your goal. If your costs for the transit benefit went down at the same time telework participation up, for instance, that's a connection.

The following describe some sample approaches you can take to assessing your program goals. The described methods are not exhaustive, and you should consider what is feasible or appropriate for your particular circumstances.

- **Compare Before-and-After**: compare measures of benefits before you implemented telework and after. Some agencies have collected HR data for years and you may have data showing absence rates or employee satisfaction, for example, before and after you met the requirements for the Telework Enhancement Act.
- **Compare With-and-Without**: compare teleworkers and similar employees who do not telework on measures of your goal. For example, if you want to show that telework does influence employee retention in your agency, compare quit rates among employees who telework versus those who do not.
- **Time-Series Assessment**: examine the changes produced by the policy, tracked over a long time period. For example, if you have data on employee performance over several years, you could conduct a with-and-without comparison over time rather than only at a single point in time. Examine your data (e.g., average monthly absence, job satisfaction scores on the FEVS) and examine it for any changes over time. Think about the context too and try to rule out alternate explanations that may also have influenced your goal

achievement (e.g., if your scores on job satisfaction decreased among employees over time, it may be that they are reflecting a downward trend for all agencies).

Example

We will use a time-series approach for assessing and demonstrating the impact of our program on job satisfaction. We will use FEVS data on telework participation and job satisfaction over the next 5 years. Each year we will examine how teleworkers and non-teleworkers compare in terms of job satisfaction and observe whether this difference grows over time as our telework program expands. We will also examine the overall scores on job satisfaction for the Federal government during this same time period to see if there are any remarkable trends that could influence the results we see for our agency's teleworkers. Our examination of publically available FEVS data show that Governmentwide job satisfaction scores have decreased over the past three years (see http://www.fedview.opm.gov).

Selecting a Metric/Measure

As appropriate, you must describe the measure or metric that you plan to use in your evaluation.

Metrics or measures capture some characteristic of your telework program (such as size, capacity, quality, quantity, duration, or frequency) and associated outcomes (such as employee attitudes, absences, performance, retention, or costs) in a standard way so you can make comparisons or statements about your goals.

Examples

- Amount of spending on transit subsidies or utility bills.
- Number of participants in the telework program.
- Percentage of employees expressing satisfaction with their job.
- Square footage of space required for offices.
- Rate of employee retention.

Finding Sources of Data

- Custom sources: surveys (employee satisfaction, supervisor, new hire, exit), focus groups, interviews
- Previously administered internal surveys
- Federal Employee Viewpoint Survey: http://www.fedview.opm.gov/
- GSA's Carbon Footprint Survey: https://www.carbonfootprint.gsa.gov/. Helpful for data on telework, greenhouse gas emissions, and transportation topics.
- OPM's Annual Data Call
- FedScope: http://www.fedscope.opm.gov. Helpful for employee population data broken down by various factors.
- Time and Attendance systems

- Utility and building/office space data
- Transit subsidy data

For More Information on Evaluation

See the Government Accountability Office's 2012 "Designing Evaluations" Guide:

http://www.gao.gov/assets/590/588146.pdf

Action Planning

We strongly urge you to adopt an action planning approach for setting and developing plans for achieving your goals. The form shown below provides a template for your use as well as some examples of how you might use it to describe your goals, focus on key goal-setting and measurement issues, and outline steps to take to achieve your goals. Remember, if you start with action planning, you will be more likely to set meaningful goals for your agency. Using the action plan template also allows you to organize your responses to the outcome goals section of the Data Call.

See the following example of possible content for an action plan focused on increasing employee participation in situational telework. The example is simplified for illustration; in practice, action plans benefit from being as detailed as possible. This includes careful analysis of what is driving the issue, a clear sense of which outcomes will be measured and how, and specific action steps with detailed information on associated deliverables, resources, and responsibilities.

Example

The simple examples shown here illustrate how each section of the action plan might be addressed. In general, examples assume a goal of supporting agency Continuity of Operations through an increase in the use of situational telework. Specifically, the goal is to increase the proportion of telework-eligible employees using situational telework on "unscheduled telework" days from 10% on average (FY2013) to 25% on average (during FY2014).

Action plan focus: Increase participation in situational telework to promote continuity of operations (COOP).

Describe the main issue being addressed: Review of data from weather related closures shows that employee participation in situational telework during unexpected agency closures is low.

How does this issue relate to your mission? Situational telework promotes our agency's mission of serving the public by reducing lapses in customer service.

Explain what is potentially driving this issue: Fiscal pressures have created a conducive climate and our policies support participation in situational telework, but employee surveys and manager focus groups reveal lack of awareness about this benefit.

What measure/metric will be used to evaluate success? We will have met and success for our telework program evidenced when we show an increase in the proportion of telework-eligible employees using situational telework on "unscheduled telework" days from 10% on average (FY2013) to 25% on average (during FY2014).

Action steps:

Actions to be taken	Key Deliverables	Start Date/End Date	Responsible Party(ies)	Budget, Resources, and Approvals
Host manager information session on telework and COOP	1. Invitation – 3/21 2. Presentation – 4/7 3. Evaluation tool – 4/14 4. Holding event – 4/21 5. Analysis of feedback – 4/30	March-April 2014 (Target date is April 21)	Telework coordinator	• $0 • Staff time, Facility • TMO approval

Action Plan Template
Action plan focus:
Describe the main issue being addressed. If this is a strength you wish to sustain, describe your agency's strength:
How does this issue relate to your mission?
Explain what is potentially driving this issue.
Define success or the desired outcome upon completion of action steps listed below. Be sure to include the measure/metric and method will you use to evaluate and demonstrate your success.

Action Steps				
Actions to be Taken	**Key Deliverables**	**Start Date/ End Date**	**Responsible Party (Parties)**	**Budget, Resources, and Approvals Needed**
Describe each specific step/task that needs to occur to achieve the desired outcome.	*Describe key deliverables for each action step.*	*Set a realistic timeframe for completion of each step. Be as specific as possible (e.g., provide actual dates instead of FY quarters).*	*Identify who is accountable for completion of each step. Identify key stakeholders.*	*Identify available funding, as well as approvals needed from leadership, labor unions, and other stakeholders.*

APPENDIX 4. Detailed Methodology Description

Data for the 2016 Status of Telework in the Federal Government Report to Congress come from the 2014-15 OPM Telework Data Call and the 2015 Federal Employee Viewpoint Survey. Results from previous Data Calls were also utilized for comparative purposes to illustrate trends for some questions.

Federal Employee Viewpoint Survey

The Federal Employee Viewpoint Survey (FEVS) has been administered Governmentwide to Federal employees since 2002, with annual administration since 2010. The survey captures employee perceptions regarding how well the Federal Government runs its human resources management systems. OPM designed the survey to produce valid results representing Governmentwide Federal employees as well as employees in individual Federal agencies and subagencies.

The 2015 survey was directed at full-time and part-time, permanent, non-seasonal employees. A total of 82 agencies participated in the survey effort, consisting of 37 Departments/large agencies and 45 small/independent agencies. These agencies comprise 97 percent of the executive branch workforce. A total of 421,748 employees responded to the survey, resulting in a response rate of approximately 50 percent.

Three items in the FEVS address telework. The first item asks respondents to identify whether they are eligible to telework. The second item asks employees to choose an answer option that best describes their own participation in telework, with response options enabling teleworkers to be distinguished from non-teleworkers, and to provide reasons for non-participation in telework. The third item asks teleworkers to rate their satisfaction with the telework program in their agency.

Telework findings reported here result from analysis of existing data. Unlike the Data Call, the FEVS is not administered by the OPM Work-Life office. The methodology employed for the FEVS data collection is made available by its administrators in detail elsewhere.[4]

Telework Data Call

Agency data collected through the Telework Data Call is administered directly by OPM Work-Life. Various versions of the Telework Data Call (the Data Call) have been issued to Federal agencies since 2001.The Data Call has been revised frequently in response to changes in context and Federal telework policy. The current version of the Data Call instrument was developed to assess changes that agencies made to their telework programs in response to the Telework Enhancement Act of 2010, and it is updated as appropriate.

The Data Call Instrument. The Data Call provides the agency perspective through questions that address agency telework eligibility, participation, frequency, methods for gathering telework data, progress in setting and meeting participation and outcome goals, agency management efforts to promote telework,

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[4] See www.fedview.opm.gov

and agency best practices. In addition to these areas that the Act requires to be reported to Congress, Data Calls from 2011 to 2013 contained questions about program implementation to facilitate a comprehensive evaluation of agency progress in meeting the requirements and vision of the Act. Given findings that agencies have largely met the basic implementation requirements of the Act, the 2014-15 Data Call was considerably streamlined to address the specific reporting requirements of the Act.

The Data Call represents the agency perspective by collecting both quantitative and qualitative data. Through quantitative data we can estimate, for example, how many employees are teleworking or how many agencies have updated their policies. Quantitative data, however, is limited in its explanatory value and how much contextual perspective it can provide. By also examining qualitative data – such as the open-ended items included in the Data Call – we can gather explanatory data and gain a better understanding of the setting constraints and/or supports in which telework programs are evolving. Changes to the Data Call over time are described in greater detail below.

The instrument used for the 2010 Data Call was based on the 2009 instrument, but it was revised by the Interagency Measurement Advisory group in 2011 to ensure alignment with the Telework Enhancement Act as described previously. As described in the 2012 telework status report, in order to develop the new definitions and questions included in the updated 2011 Data Call, an Interagency Telework Measurement team was assembled and led by Dr. Kimberly Wells, Office of Personnel Management. Members included acknowledged leaders and experts in Federal telework.[5] These method and subject matter experts reviewed the question wordings, question structures, response alternatives, and instructions to ensure that the Data Call instrument captured the information needed.

As also described in detail in the 2012 telework status report, two cognitive interviews were conducted with a random sample of TMOs and Telework Coordinators. The purpose was to test how actual respondents might interpret questions and ascertain whether typical respondents had the resources needed to answer the questions. An expert in survey development for the Census also gave generously of her time and provided detailed review and comments to the Data Call. Comments from all reviewers were considered by the Interagency Telework Measurement Group and incorporated in the revision of the Data Call.

The Data Call instrument was revised again in 2012, with input from the same Advisory group and following recommendations from the U.S. Government Accountability Office. Revisions were made in response to issues noted in the administration of the instrument during 2011 or in accord with the advancements made by agencies. While these changes make some comparisons between previous years' Calls less appropriate, they were necessary in order to accurately gauge the changing nature of Federal telework programs. Revisions to the 2011 Data Call for 2012 administration included modified

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[5] Membership in the group included: Dr. Wendell Joice, U.S. General Services Administration; Danette Campbell, U.S. Patent and Trademark Office; Pam Budda, U.S. Department of Defense; Aaron Glover, Defense Information Systems Agency; Karen Meyer, U.S. Navy; Scott Howell, National Aeronautics and Space Administration; Bruce Murray, U.S. Department of Energy; and Dr. Alexis Adams, Christina Heshmatpour, Elnora Wright, and Clint Sidwell, U.S. Office of Personnel Management.

dates and instructions; revised question numbering conventions; updated definitions to enhance clarity or incorporate policy developments; expanded response options to permit more explanatory information (e.g., "Other. Please describe" or "Not applicable/no record"); and expanded participation, frequency, and implementation questions. Beginning in 2012, agencies were asked to report for both a representative period in September and for the overall Fiscal Year.

The 2013 Data Call instrument was based on the 2012 version but included the following modifications 1) modified dates and instructions; 2) revised question numbering conventions; 3) updated definitions to enhance clarity and incorporate policy developments; 4) expanded questions on telework goals in response to GAO recommendations in response to the 2012 telework status report; and 5) addition of frequency and participation questions for February 2014 in order to assess the potential impact of disruptive events such as weather-related closures.

The 2014-14 Data Call was streamlined to meet the specific reporting requirements of the Act. This decision was based on evidence from the 2013 Data Call that agencies had largely met the basic implementation requirements of the law. In addition, the 2013 Data Call culminated a comprehensive, three-year evaluation of progress in Federal telework programs. The 2014-15 Data Call represents a transitional period during which OPM is advancing an initiative to move towards use of automated eligibility, participation, and frequency data reported through agency payroll systems.

Data Call Respondents. Under the Act, Executive branch agencies are required to report telework data to OPM for inclusion in the annual status report to Congress.[6] A number of agencies also were required to report telework participation and frequency data at the sub-agency/component level. Participation in the Data Call is currently the only way for agencies to comply with data submission requirements in the Act. Note that several agencies not covered by the Act, and thus not required to participate, have nonetheless elected to do so each year.

The Act requires OPM to "submit a report addressing telework programs of each executive agency" to Congress. Executive branch agencies notified to participate in the Data Call were identified in the past using OPM records (lists from OPM Human Capital Officers, lists from OPM statisticians, lists from previous Data Call administrations) and correspondence with agency points of contact (POCs) for telework.

For the current report, every effort was made to insure that all Executive branch agencies were made aware of the Data Call and provided with the opportunity to submit telework data to OPM. The list used to contact agencies for previous reports was compared to the list of Executive agencies maintained by OPM's statisticians in the Planning and Analysis division, a list regularly updated by OPM. The final frame used to identify participants in the Data Call fairly reflected Executive branch agencies at the time of data collection.

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[6] Section 6501(2) states that Executive agencies are those set forth in section 105.

The Act also requires a specified subset of agencies to report participation data at the agency and subagency/component level. Agencies required to report for subagencies provided data for telework participation and frequency questions, as well as a small number of policy questions. Researchers relied upon the list cited in the Act to determine which agencies are required to report at the subagency level. Each agency was contacted several times and asked to provide researchers with an appropriate list of subagencies (subagencies/components may change from year to year as agencies reorganize). Several agencies declined to provide data at the subagency level. Typically, agencies cited not having subagencies as the reason for non-participation at the subagency level.

From a total of 87 agencies that responded to OPM's request for a survey POC, OPM received responses from 83 agencies and 164 subagencies for the current report. As in prior years, data were not collected from a few agencies with reasons given including security concerns (e.g., the intelligence community), or because they self-identified as not subject to the Act's reporting requirements.

Data Call Administration. The Data Call is administered electronically using an online platform. For each agency, a Telework Coordinator or TMO was designated and confirmed as a point of contact (POC) to enter agency data into the online survey. We generated the list of POCs by initially reaching out to our contacts at each agency deemed required to participate in the Data Call. Several reminder emails were for any Executive branch agency that did not have a telework program contact or that did not immediately provide a POC. To reach non-responders, and in instances where no contact could be identified, we also sent emails to generic email accounts found through web searches. POCs for the Data Call were selected by responding agency officials (usually the Telework Managing Officer).

Access to the electronic Call was gained through a unique password assigned to each agency data entry POC. To protect data integrity, only one agency POC was supplied with access to the data entry system. Links to the electronic data entry platform for the Data Call were forwarded to agencies in an email invitation to POCs on November 2, 2015, with an initial deadline December 11, 2015. To maximize participation, the deadline was extended in a few cases. To encourage participation, reminder emails were sent throughout the data collection period.

Data Quality Control. Prior to issuance of the Data Call, data POCs were invited to attend one of two training sessions designed to brief agencies on the Data Call's content and timeframe as well as to address any questions (October 20 and 27, 2015). Through this training, agency POCs and others involved in telework data collection were familiarized with the Data Call content. In the discussion, specific attention was given to definitions, instructions for data collection, changes to the survey, and the importance of data quality in an effort to support reporting of valid and reliable telework data. In addition, the training included guidance on goal-setting and evaluation, including a review of the *Standards for Setting and Evaluation Telework Program Goals* included as an appendix to the Data Call.

Handouts and slides from these sessions were distributed to all invitees. Although OPM does not have the authority to require attendance at these sessions, every effort was made to encourage participation through multiple reminder emails. In addition to the training prior to issuance of the Data Call, two Q&A

sessions were held for via conference call for data POCs during survey administration. These sessions were held on November 16 and 30, 2015.

OPM research staff was available to provide support and answer any questions about the Data Call during the entire period of administration. Agency POCs were reminded of OPM staff availability and encouraged to contact us with questions in reminders sent about the Data Call. Questions and problems tended pertain to lost passwords and accessing the electronic platform rather than Call content questions. Technical questions were resolved by platform experts from OPM's CIO office.

Following the Data Call administration, respondents were given opportunities to check the accuracy of their responses. First, agencies were provided with a review function built into the online platform that allowed them to view and print their responses after submission. Second, the online platform permitted agencies to log in and make revisions to their responses even after they had been submitted prior to the closing date. Third, OPM produced and distributed individual reports for each agency data entry point of contact. Agencies were advised to review and make any necessary corrections to these reports. Responses were updated in the database as needed.

As a final data quality check, OPM Work-Life staff followed standard analysis protocol and checked the resulting database for any outstanding anomalies or possible problems in the dataset using descriptive statistics and frequencies. When any discrepancies, outliers, or other anomalous responses were identified, researchers individually contacted the reporting agency POC to verify and update the data.

To assess data quality for reported telework eligibility and participation, researchers systematically compared the reported numbers of employees, eligible employees, and teleworkers for each agency and subagency. OPM identified several instances in which agencies reported a higher number of eligible employees than total employees or a higher number of teleworkers than eligible employees. Agencies were contacted individually about any such discrepancies and provided with an opportunity to submit corrections. In many cases, these discrepancies were due to data entry errors. However, in a few cases agencies continued to report a higher number of eligible employees than total employees due to outdated telework eligibility records or updates to telework eligibility tracking systems being in process. In these cases, OPM reported the data agencies were able to provide to the best of their ability and advised agencies that they are expected to regularly update telework eligibility records and report accurate data on an annual basis.

Strengths and Weaknesses of the Data Call. The results of the Data Call give insight into agency efforts and status with respect to implementing the Act, how many and how Federal employees telework, summaries of agency goal-setting efforts, and outcomes related to telework. Agency data are quite informative and provide a detailed picture of current Federal telework activities. Program descriptions are particularly valuable and will provide opportunities for interagency sharing of best practices.

Nevertheless, there are some limitations with respect to the participation and frequency findings that should be considered. Agencies continue to rely upon differing methodologies and data sources when gathering participation and frequency data, including time and attendance systems, counting telework

agreements, and surveys of employees. Without a standardized Governmentwide data collection system or trained data collection staffs, the final combined telework participation estimates are unlikely to be completely valid or reliable. In particular, many agencies do not have the capability with their current systems to collect all requested data (e.g., situational telework). As a result, the final participation and frequency numbers may underreport telework with consequences for the reliability of the reported results.

OPM also urges and exercises caution in understanding any practice as a "best practice." While the Act directs OPM to identify and share best practices, lacking the means to adequately analyze and compare practices between agencies, it is best to understand such examples as promising practices. That said, the examples described in this report do represent a snapshot of the strongest examples of agency efforts to promote programs, set goals, and assess outcomes.

Methodological Distinctions between the FEVS and the Data Call

Our understanding of Federal telework is enriched by the unique and important perspectives offered by the FEVS (employee) and Data Call (agency) perspectives. Each resulting dataset addresses important and complementary questions. However, there are differences between the two instruments that drive dissimilarities in findings and make one-to-one comparisons of results inappropriate. These should be considered when interpreting reported findings. In particular, the perspectives represented by the two instruments are very different.

While the Data Call and FEVS overlap somewhat in content, the unique perspective offered by each should be kept in mind. The Data Call represents agency perspectives and represents official records for telework participation. The FEVS provides an important employee perspective, but is based on individual self-reports and results may differ from official agency records. This difference means that results for the Data Call and FEVS are *not* directly comparable. In addition, administration timelines differ for the two surveys. Additionally, the Data Call was administered in November/December 2015, while the FEVS was administered during the previous spring.

APPENDIX 5. List of Responding Agencies to the 2014-2015 Data Call and Agencies Required under the Act to Participate

Agency	Required to Participate	Participated	Required to Participate at Subagency Level	Participated at Subagency Level
Access Board	Yes	Yes	No	No
Agency for International Development	Yes	Yes	No	No
Alaska Natural Gas Transportation Projects (Office of the Federal Coordinator)	Yes	No	No	No
Appraisal Subcommittee, Federal Financial Institutions Examination Council	Yes	Yes	No	No
Broadcasting Board of Governors	Yes	Yes	No	No
Central Intelligence Agency	Yes	Yes	No	No
Chemical Safety and Hazard Investigation Board	Yes	Yes	No	No
Committee for Purchase from People Who Are Blind or Severely Disabled	Yes	No	No	No
Commodity Futures Trading Commission	Yes	Yes	No	No
Consumer Financial Protection Bureau	Yes	Yes	No	No
Consumer Product Safety Commission	Yes	Yes	No	No
Corporation for National and Community Service	Yes	No	No	No
Court Services and Offender Supervision Agency	Yes	Yes	No	No
Defense Nuclear Facilities Safety Board	Yes	Yes	No	No
Denali Commission	Yes	No	No	No
Department of Agriculture	Yes	Yes	Yes	Yes
Department of Commerce	Yes	Yes	Yes	Yes
Department of Defense	Yes	Yes	Yes	Yes
Department of Education	Yes	Yes	Yes	Yes

Agency	Required to Participate	Participated	Required to Participate at Subagency Level	Participated at Subagency Level
Department of Energy	Yes	Yes	Yes	Yes
Department of Health and Human Services	Yes	Yes	Yes	Yes
Department of Homeland Security	Yes	Yes	Yes	Yes
Department of Housing and Urban Development	Yes	Yes	Yes	Yes
Department of the Interior	Yes	Yes	Yes	Yes
Department of Justice	Yes	Yes	Yes	Yes
Department of Labor	Yes	Yes	Yes	Yes
Department of State	Yes	Yes	Yes	Yes
Department of Transportation	Yes	Yes	Yes	Yes
Department of Treasury	Yes	Yes	Yes	Yes
Department of Veterans Affairs	Yes	Yes	Yes	No**
Election Assistance Commission	Yes	Yes	No	No
Environmental Protection Agency	Yes	Yes	No	No
Equal Employment Opportunity Commission	Yes	Yes	No	No
Export-Import Bank of the United States	Yes	Yes	No	No
Farm Credit Administration	Yes	Yes	No	No
Farm Credit System Insurance Corporation	Yes	Yes	No	No
Federal Communications Commission	Yes	Yes	No	No
Federal Deposit Insurance Corporation	Yes	Yes	No	No
Federal Election Commission	Yes	No	No	No
Federal Energy Regulatory Commission	Yes**	Yes	No	No
Federal Housing Finance Agency	Yes	Yes	No	No
Federal Labor Relations Authority	Yes	Yes	No	No

Agency	Required to Participate	Participated	Required to Participate at Subagency Level	Participated at Subagency Level
Federal Maritime Commission	Yes	Yes	No	No
Federal Mediation and Conciliation Service	Yes	Yes	No	No
Federal Mine Safety and Health Review Commission	Yes	Yes	No	No
Federal Retirement Thrift Investment Board	Yes	Yes	No	No
Federal Trade Commission	Yes	Yes	No	No
General Services Administration	Yes	Yes	No	No
Institute of Museum and Library Services	Yes	Yes	No	No
Inter-American Foundation	Yes	No	No	No
International Boundary and Water Commission	Yes	No	No	No
International Broadcasting Bureau	Yes	No	No	No
Japan-United States Friendship Commission	Yes	Yes	No	No
Marine Mammal Commission	Yes	Yes	No	No
Merit Systems Protection Board	Yes	Yes	No	No
Millennium Challenge Corporation	Yes	Yes	No	No
National Aeronautics and Space Administration	Yes	Yes	No	No
National Archives and Records Administration	Yes	Yes	No	No
National Capital Planning Commission	Yes	Yes	No	No
National Council on Disability	Yes	No	No	No
National Credit Union Administration	Yes	Yes	No	No
National Endowment for the Arts	Yes	Yes	No	No
National Endowment for the Humanities	Yes	Yes	No	No
National Indian Gaming Commission	Yes	No	No	No

Agency	Required to Participate	Participated	Required to Participate at Subagency Level	Participated at Subagency Level
National Labor Relations Board	Yes	Yes	No	No
National Mediation Board	Yes	No	No	No
National Science Foundation	Yes	Yes	No	No
National Transportation Safety Board	Yes	Yes	No	No
Nuclear Regulatory Commission	Yes	Yes	No	No
Nuclear Waste Technical Review Board	Yes	Yes	No	No
Occupational Safety and Health Review Commission	Yes	Yes	No	No
Office of Government Ethics	Yes	Yes	No	No
Office of Management and Budget (EOP)	No	Yes	No	No
Office of National Drug Control Policy (EOP)	No	Yes	No	No
Office of Navajo and Hopi Indian Relocation	Yes	Yes	No	No
Office of Personnel Management	Yes	Yes	No	No
Office of Science and Technology Policy (EOP)	No	Yes	No	No
Office of Special Counsel	Yes	Yes	No	No
Office of the Director of National Intelligence	Yes	No	Yes	No
Office of the United States Trade Representative (EOP)	No	Yes	No	No
Overseas Private Investment Corporation	Yes	Yes	No	No
Patent and Trademark Office	No*	Yes	No	No
Peace Corps	Yes	Yes	No	No
Pension Benefit Guaranty Corporation	Yes	Yes	No	No
Postal Regulatory Commission	No	Yes	No	No
Railroad Retirement Board	Yes	Yes	No	No

Agency	Required to Participate	Participated	Required to Participate at Subagency Level	Participated at Subagency Level
Securities and Exchange Commission	Yes	Yes	No	No
Selective Service System	Yes	No	No	No
Small Business Administration	Yes	Yes	No	No
Smithsonian Institution	No	No	No	No
Social Security Administration	Yes	Yes	Yes	No***
Tennessee Valley Authority	Yes	Yes	No	No
Trade and Development Agency	Yes	Yes	No	No
U.S. Commission on Civil Rights	Yes	Yes	No	No
U.S. Interagency Council on Homelessness	No	No	No	No
U.S. International Trade Commission	Yes	Yes	No	No
U.S. Holocaust Memorial Museum	Yes	No	No	No
Commission on Fine Arts	Yes	No	No	No
Office of Federal Housing Enterprise Oversight	Yes	No	No	No
Woodrow Wilson Center	Yes	No	No	No
Board of Governors of the Federal Reserve System	No	No	No	No

*PTO is a subagency of the Department of Commerce. It traditionally reports separately due to its tradition of being a Federal leader in telework.

**FERC is an independent government agency organized as part of the Department of Energy. Because it is not subject to DoE's policies and oversight, FERC reports separately.

***VA and SSA are listed among agencies required to report at the subagency level. However, they did not do so because they lack subagencies

APPENDIX 6. List of Responding Subagencies

Agency	Subagency
Department of Agriculture	Departmental Administration (DA/DM)
Department of Agriculture	Farm and Foreign Agriculture Services (FFAS)
Department of Agriculture	Food Safety (FS)
Department of Agriculture	Food, Nutrition and Consumer Services (FNCS)
Department of Agriculture	Marketing and Regulatory Programs (MRP)
Department of Agriculture	National Appeals Division (NAD)
Department of Agriculture	Natural Resources and Environment (NRE)
Department of Agriculture	Office of Inspector General (OIG)
Department of Agriculture	Office of the Assistant Secretary for Civil Rights (OASCR)
Department of Agriculture	Office of the Chief Financial Officer (OCFO)
Department of Agriculture	Office of the General Counsel (OGC)
Department of Agriculture	Research, Education and Economics (REE)
Department of Agriculture	Rural Development (RD)
Department of Commerce	Bureau of Economic Analysis
Department of Commerce	Bureau of Industry and Security
Department of Commerce	Economic Development Administration (EDA)
Department of Commerce	Economics and Statistics Administration (ESA)
Department of Commerce	International Trade Administration (ITA)
Department of Commerce	Minority Business Development Agency (MBDA)
Department of Commerce	National Institute of Standards and Technology (NIST)
Department of Commerce	National Oceanic and Atmospheric Administration (NOAA)
Department of Commerce	National Technical Information Service (NTIS)
Department of Commerce	National Telecommunications and Information Administration (NTIA)
Department of Commerce	Office of the Inspector General
Department of Commerce	Office of the Secretary
Department of Commerce	U.S. Census Bureau
Department of Defense	Department of Air Force
Department of Defense	Department of Army
Department of Defense	Department of Navy
Department of Defense	Other Department of Defense
Department of Education	Advisory Councils and Committees (EY)
Department of Education	Edet-Office of English Language Acquisition (ET)
Department of Education	Federal Student Aid (EN)
Department of Education	Immediate Office of Secretary of Education (EA)
Department of Education	Institute of Education Sciences (ER)
Department of Education	National Assessment Governing Board (EZ)
Department of Education	Office For Civil Rights (EC)

Agency	Subagency
Department of Education	Office of Career, Technical, and Adult Education
Department of Education	Office of Communications and Outreach (EO)
Department of Education	Office of Elem and Sec Ed (ES)
Department of Education	Office of Innovation and Improvement (EU)
Department of Education	Office of Inspector General (EF)
Department of Education	Office of Legislation and Congressional Affairs (EJ)
Department of Education	Office of Management (EM)
Department of Education	Office of Planning, Evaluation and Policy Develop (ED)
Department of Education	Office of Postsecondary Education (EP)
Department of Education	Office of Special Education and Rehab Services (EH)
Department of Education	Office of The Chief Financial Officer (EL)
Department of Education	Office of The Chief Information Officer (EI)
Department of Education	Office of The Deputy Secretary of Education (EB)
Department of Education	Office of The General Counsel (EG)
Department of Education	Office of The Under Secretary (EE)
Department of Energy	Bonneville Power Administration
Department of Energy	National Nuclear Security Administration
Department of Energy	Other Department of Energy
Department of Health and Human Services	Administration for Children and Families
Department of Health and Human Services	Administration on Community Living
Department of Health and Human Services	Agency for Health Care Research and Quality
Department of Health and Human Services	Centers for Disease Control and Prevention
Department of Health and Human Services	Centers for Medicare and Medicaid Services
Department of Health and Human Services	Food and Drug Administration
Department of Health and Human Services	Health Resources and Services Administration
Department of Health and Human Services	Indian Health Service
Department of Health and Human Services	National Institutes of Health
Department of Health and Human Services	Office of the Inspector General
Department of Health and Human Services	Office of the Secretary
Department of Health and Human Services	Program Support Center
Department of Health and Human Services	Substance Abuse and Mental Health Services Administration
Department of Homeland Security	DHS Headquarters
Department of Homeland Security	Federal Emergency Management Agency
Department of Homeland Security	Federal Law Enforcement Training Center
Department of Homeland Security	National Protection and Programs Directorate
Department of Homeland Security	Office of the Inspector General
Department of Homeland Security	Transportation Security Administration
Department of Homeland Security	US Citizenship and Immigration Services
Department of Homeland Security	US Coast Guard

Agency	Subagency
Department of Homeland Security	US Customs and Border Protection
Department of Homeland Security	US Immigration and Customs Enforcement
Department of Homeland Security	US Secret Service
Department of Justice	Alcohol, Tobacco, Firearms and Explosives
Department of Justice	Antitrust Division
Department of Justice	Civil Division
Department of Justice	Civil Rights Division
Department of Justice	Criminal Division
Department of Justice	Drug Enforcement Administration
Department of Justice	Environment and Natural Resources Division
Department of Justice	Exec Office of the US Attorneys
Department of Justice	Executive Office for Immigration Review
Department of Justice	Federal Bureau of Investigation
Department of Justice	Federal Bureau of Prisons
Department of Justice	Justice Management Division/Offices Boards and Divisions
Department of Justice	Office of Justice Programs
Department of Justice	Office of the Inspector General
Department of Justice	Tax Division
Department of Justice	US Marshals Service
Department of Justice	US Trustee Program
Department of Labor	Adjudicatory Boards
Department of Labor	Bureau of International Labor Affairs (ILAB)
Department of Labor	Bureau of Labor Statistics (BLS)
Department of Labor	Employee Benefits Security Administration (EBSA)
Department of Labor	Employment and Training Administration (ETA)
Department of Labor	Mine Safety and Health Administration (MSHA)
Department of Labor	Occupational Safety and Health Administration (OSHA)
Department of Labor	Office of Administrative Law Judges (OALJ)
Department of Labor	Office of Congressional and Intergovernmental Affairs (OCIA)
Department of Labor	Office of Disability Employment Policy (ODEP)
Department of Labor	Office of Federal Contract Compliance Programs (OFCCP)
Department of Labor	Office of Labor-Management Standards (OLMS)
Department of Labor	Office of Public Affairs (OPA)
Department of Labor	Office of the Assistant Secretary for Administration and Management (OASAM)
Department of Labor	Office of the Assistant Secretary for Policy (ASP)
Department of Labor	Office of the Chief Financial Officer (OCFO)
Department of Labor	Office of the Inspector General (OIG)
Department of Labor	Office of the Secretary (OSEC)
Department of Labor	Office Of The Solicitor

Agency	Subagency
Department of Labor	Office of Workers' Compensation Programs (OWCP)
Department of Labor	Veterans Employment and Training Services (VETS)
Department of Labor	Wage and Hour Division (WHD)
Department of Labor	Women's Bureau (WB)
Department of State	International Boundary Commission: United States and Canada
Department of State	International Boundary and Water Commission: United States and Mexico
Department of State	International Joint Commission: United States and Canada
Department of the Interior	Bureau of Indian Affairs
Department of the Interior	Bureau of Land Management
Department of the Interior	Bureau of Ocean Energy Management
Department of the Interior	Bureau of Reclamation
Department of the Interior	Bureau of Safety and Environmental Enforcement
Department of the Interior	Fish and Wildlife Service
Department of the Interior	National Park Service
Department of the Interior	Office Natural Resource Revenue
Department of the Interior	Office Of Indian Ed Programs
Department of the Interior	Office Of Surface Mining, Reclamation & Enforcement
Department of the Interior	Office Of The Inspector General
Department of the Interior	Office Of The Sec, IBC
Department of the Interior	Office Of The Secretary Of The Interior
Department of the Interior	Office Of The Solicitor
Department of the Interior	Office of the Special Trustee
Department of the Interior	OS, Asst Sec Indian Affairs
Department of the Interior	U.S. Geological Survey
Department of Transportation	Federal Aviation Administration
Department of Transportation	Federal Highway Administration
Department of Transportation	Federal Motor Carrier Safety Administration
Department of Transportation	Federal Railroad Administration
Department of Transportation	Federal Transit Administration
Department of Transportation	Maritime Administration
Department of Transportation	National Highway Traffic Safety Administration
Department of Transportation	Office of Inspector General
Department of Transportation	Office of Secretary of Transportation
Department of Transportation	Pipeline/Hazardous Materials Safety Administration
Department of Transportation	St. Lawrence Seaway Dev Corp
Department of Transportation	Research and Innovative Technology Administration (RITA)
Department of Transportation	Surface Transportation Board
Department of Treasury	Bureau of Engraving & Printing (BEP)
Department of Treasury	Bureau of the Fiscal Service (BFS)

Agency	Subagency
Department of Treasury	Chief Counsel
Department of Treasury	Departmental Offices
Department of Treasury	Financial Crimes Enforcement Network (FinCEN)
Department of Treasury	Internal Revenue Service (IRS)
Department of Treasury	Office of Inspector General (OIG)
Department of Treasury	Office of The Comptroller of The Currency (OCC)
Department of Treasury	Special Inspector General, Troubled Asset Relief Program (SIGTARP)
Department of Treasury	The Alcohol and Tobacco Tax and Trade Bureau (TTB)
Department of Treasury	Treasury Inspector General for Tax Administration (TIGTA)
Department of Treasury	U.S. Mint

APPENDIX 7. Agency Telework Participation Data for 2014

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Access Board	28	27	27	100%	96%	-	-	-
Agency for International Development	3,815	2,309	1,770	77%	46%	-	-	-
Appraisal Subcommittee, Federal Financial Institutions Examination Council	12	12	11	92%	92%	-	-	-
Central Intelligence Agency	-	-	51	-	-	-	-	-
Consumer Product Safety Commission	524	452	301	67%	57%	-	-	-
Court Services and Offender Supervision Agency	1,177	1,146	-	-	-	466	41%	40%
Defense Nuclear Facilities Safety Board	102	102	75	74%	74%	-	-	-
Department of Agriculture	96,709	67,741	28,498	42%	29%	-	-	-

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Commerce	45,479	30,918	-	-	-	6,509	21%	14%
Department of Defense	765,775	363,826	96,734	27%	13%	-	-	-
Department of Education	4,207	4,174	-	-	-	2,185	52%	52%
Department of Energy	13,622	12,735	5,498	43%	40%	-	-	-
Department of Health and Human Services	94,192	55,520	31,680	57%	34%	-	-	-
Department of Homeland Security	190,065	54,694	26,861	49%	14%	-	-	-
Department of Housing and Urban Development	8,225	4,504	4,504	100%	55%	-	-	-
Department of Justice	114,474	37,268	3,753	10%	3%	-	-	-
Department of Labor	15,938	15,000	9,455	63%	59%	-	-	-
Department of State	31,619	16,114	5,213	32%	16%	-	-	-
Department of the Interior	72,156	51,752	10,076	19%	14%	-	-	-
Department of Transportation	55,099	22,456	16,529	74%	30%	-	-	-

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Treasury	107,754	50,313	52,179	104%	48%	-	-	-
Department of Veterans Affairs	349,094	42,474	21,142	50%	6%	-	-	-
Election Assistance Commission	26	26	26	100%	100%	-	-	-
Environmental Protection Agency	15,906	15,608	10,813	69%	68%	-	-	-
Equal Employment Opportunity Commission	2,220	2,185	1,030	47%	46%	-	-	-
Executive Office of the President (Science and Technology)	30	30	-	-	-	3	10%	10%
Export-Import Bank of the United States	425	332	217	65%	51%	-	-	-
Farm Credit Administration	288	285	122	43%	42%	-	-	-
Farm Credit System Insurance Corporation	10	10	1	10%	10%	-	-	-

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Federal Communications Commission	1,731	1,731	1,068	62%	62%	-	-	-
Federal Deposit Insurance Corporation	6,965	6,766	5,396	80%	77%	-	-	-
Federal Energy Regulatory Commission	1,471	1,445	1,063	74%	72%	-	-	-
Federal Housing Finance Agency	579	-	345	-	60%	-	-	-
Federal Labor Relations Authority	121	116	85	73%	70%	-	-	-
Federal Maritime Commission	111	111	31	28%	28%	-	-	-
Federal Mediation and Conciliation Service	225	157	53	34%	24%	-	-	-
Federal Mine Safety and Health Review Commission	84	84	47	56%	56%	-	-	-
Federal Retirement Thrift Investment Board	188	167	-	-	-	83	50%	44%

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Federal Trade Commission	1,155	1,098	836	76%	72%	-	-	-
General Services Administration	11,506	10,597	9,711	92%	84%	-	-	-
Institute of Museum and Library Services	62	62	36	58%	58%	-	-	-
Japan-United States Friendship Commission	4	3	3	100%	75%	-	-	-
MACPAC (Medicaid and CHIP Payment and Access Commission)	28	28	1	4%	4%	-	-	-
Marine Mammal Commission	11	11	4	36%	36%	-	-	-
Merit Systems Protection Board	217	209	123	59%	57%	-	-	-
Millennium Challenge Corporation	280	280	192	69%	69%	-	-	-
National Aeronautics and Space Administration	18,493	17,951	9,088	51%	49%	-	-	-

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
National Archives and Records Administration	3,062	1,313	854	65%	28%	-	-	-
National Capital Planning Commission	31	29	-	-	-	8	28%	26%
National Credit Union Administration	1,230	469	259	55%	21%	-	-	-
National Endowment for the Arts	153	153	90	59%	59%	-	-	-
National Endowment for the Humanities	155	109	-	-	-	65	60%	42%
National Labor Relations Board	1,596	1,320	663	50%	42%	-	-	-
National Mediation Board	30	47	30	64%	100%	-	-	-
National Science Foundation	1,432	1,271	1,151	91%	80%	-	-	-
National Transportation Safety Board	414	405	365	90%	88%	-	-	-

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Nuclear Regulatory Commission	3,891	3,891	2,000	51%	51%	-	-	-
Nuclear Waste Technical Review Board	11	11	11	100%	100%	-	-	-
Office of Government Ethics	64	64	41	64%	64%	-	-	-
Office of Management and Budget (EOP)	412	123	105	85%	25%	-	-	-
Office of National Drug Control Policy (EOP)	88	88	36	41%	41%	-	-	-
Office of Navajo and Hopi Indian Relocation	35	35	-	-	-	-	-	-
Office of Personnel Management	5,001	3,159	1,823	58%	36%	-	-	-
Office of the United States Trade Representative (EOP)	234	209	75	36%	32%	-	-	-
Overseas Private Investment Corporation	263	169	130	77%	49%	-	-	-
Patent and Trademark Office	12,568	11,441	9,650	84%	77%	-	-	-

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Peace Corps	985	-	327	-	33%	-	-	-
Securities and Exchange Commission	4,184	4,141	2,557	62%	61%	-	-	-
Small Business Administration	-	-	-	-	-	-	-	-
Social Security Administration	63,747	15,901	8,546	54%	13%	-	-	-
Tennessee Valley Authority	11,528	11,528	123	1%	1%	-	-	-
Trade and Development Agency	47	40	34	85%	72%	-	-	-
U.S. AbilityOne Commission	25	24	24	100%	96%	-	-	-
U.S. Commission on Civil Rights	38	38	6	16%	16%	-	-	-
U.S. International Trade Commission	381	380	281	74%	74%	-	-	-
Chemical Safety and Hazard Investigation Board	35	31	867	2797%	2477%	-	-	-

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Commodity Futures Trading Commission	658	658	-	-	-	1,448	220%	220%
Consumer Financial Protection Bureau	1,419	1,419	1,532	108%	108%	-	-	-
Pension Benefit Guaranty Corporation	962	679	-	-	-	1,278	188%	133%
Postal Regulatory Commission	70	70	3,043	4347%	4347%	-	-	-
U.S. Office of Special Counsel	135	135	-	-	-	82	61%	61%
Railroad Retirement Board	918	336	-	-	-	12,821	3816%	1397%
Broadcasting Board of Governors	1,560	1,438	442	31%	28%	-	-	-

APPENDIX 8. Agency Telework Frequency Data for 2014

Agency	FY 2014				September 2014			
	3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Access Board	2 (7%)	25 (89%)	-	-	-	-	-	-
Agency for International Development	532 (14%)	742 (19%)	-	496 (13%)	-	-	-	-
Appraisal Subcommittee, Federal Financial Institutions Examination Council	5 (42%)	3 (25%)	-	3 (25%)	-	-	-	-
Central Intelligence Agency	-	-	-	-	-	-	-	-
Consumer Product Safety Commission	120 (23%)	151 (29%)	10 (2%)	20 (4%)	-	-	-	-
Court Services and Offender Supervision Agency	-	-	-	-	86 (7%)	284 (24%)	-	111 (9%)
Defense Nuclear Facilities Safety Board	2 (2%)	19 (19%)	-	54 (53%)	-	-	-	-
Department of Agriculture	5832 (6%)	5955 (6%)	-	16709 (17%)	-	-	-	-
Department of Commerce	-	-	-	-	2631 (6%)	3878 (9%)	-	-

Agency	FY 2014				September 2014			
	3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Defense	18620 (2%)	28656 (4%)	7136 (1%)	60275 (8%)	-	-	-	-
Department of Education	-	-	-	-	910 (22%)	410 (10%)	-	1099 (26%)
Department of Energy	-	-	-	3127 (23%)	-	-	-	-
Department of Health and Human Services	10786 (11%)	11285 (12%)	-	12804 (14%)	-	-	-	-
Department of Homeland Security	5506 (3%)	9470 (5%)	1621 (1%)	9917 (5%)	-	-	-	-
Department of Housing and Urban Development	2180 (27%)	1303 (16%)	-	1053 (13%)	-	-	-	-
Department of Justice	711 (1%)	1526 (1%)	8 (0%)	1468 (1%)	-	-	-	-
Department of Labor	498 (3%)	3171 (20%)	5786 (36%)	-	-	-	-	-
Department of State	677 (2%)	18198 (58%)	-	12710 (40%)	-	-	-	-

Agency	FY 2014				September 2014			
	3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of the Interior	12904 (18%)	3116 (4%)	14007 (19%)	928 (1%)	-	-	-	-
Department of Transportation	4879 (9%)	6945 (13%)	3736 (7%)	969 (2%)	-	-	-	-
Department of Treasury	21465 (20%)	7303 (7%)	10963 (10%)	5426 (5%)	-	-	-	-
Department of Veterans Affairs	6486 (2%)	2655 (1%)	417 (0%)	9131 (3%)	-	-	-	-
Election Assistance Commission	6 (23%)	18 (69%)	-	17 (65%)	-	-	-	-
Environmental Protection Agency	858 (5%)	4715 (30%)	3207 (20%)	9965 (63%)	-	-	-	-
Equal Employment Opportunity Commission	673 (30%)	341 (15%)	802 (36%)	98 (4%)	-	-	-	-
Executive Office of the President (Science and Technology)	-	-	-	-	-	2 (7%)	3 (10%)	25 (83%)
Export-Import Bank of the United States	29 (7%)	68 (16%)	22 (5%)	189 (44%)	-	-	-	-

Agency	FY 2014				September 2014			
	3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Farm Credit Administration	30 (10%)	15 (5%)	61 (21%)	122 (42%)	-	-	-	-
Farm Credit System Insurance Corporation	-	-	-	6 (60%)	-	-	-	-
Federal Communications Commission	26 (2%)	512 (30%)	-	861 (50%)	-	-	-	-
Federal Deposit Insurance Corporation	918 (13%)	367 (5%)	56 (1%)	5107 (73%)	-	-	-	-
Federal Energy Regulatory Commission	536 (36%)	268 (18%)	-	532 (36%)	-	-	-	-
Federal Housing Finance Agency	-	-	-	-	-	-	-	-
Federal Labor Relations Authority	46 (38%)	35 (29%)	80 (66%)	20 (17%)	-	-	-	-
Federal Maritime Commission	1 (1%)	13 (12%)	1 (1%)	10 (9%)	-	-	-	-
Federal Mediation and Conciliation Service	-	7 (3%)	-	46 (20%)	-	-	-	-
Federal Mine Safety and Health Review Commission	10 (12%)	19 (23%)	-	-	-	-	-	-

Agency	FY 2014				September 2014			
	3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Federal Retirement Thrift Investment Board	-	-	-	-	57 (30%)	19 (10%)	28 (15%)	16 (9%)
Federal Trade Commission	192 (17%)	329 (28%)	-	281 (24%)	-	-	-	-
General Services Administration	5067 (44%)	2484 (22%)	345 (3%)	1815 (16%)	-	-	-	-
Institute of Museum and Library Services	-	36 (58%)	-	-	-	-	-	-
Japan-United States Friendship Commission	-	3 (75%)	-	3 (75%)	-	-	-	-
MACPAC (Medicaid and CHIP Payment and Access Commission)	1 (4%)	-	-	-	-	-	-	-
Marine Mammal Commission	2 (18%)	1 (9%)	-	1 (9%)	-	-	-	-
Merit Systems Protection Board	81 (37%)	24 (11%)	-	18 (8%)	-	-	-	-
Millennium Challenge Corporation	-	53 (19%)	-	141 (50%)	-	-	-	-

Agency	FY 2014				September 2014			
	3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
National Aeronautics and Space Administration	28 (0%)	37 (0%)	28 (0%)	7294 (39%)	-	-	-	-
National Archives and Records Administration	214 (7%)	595 (19%)	535 (17%)	19 (1%)	-	-	-	-
National Capital Planning Commission	-	-	-	-	-	8 (26%)	-	3 (10%)
National Credit Union Administration	125 (10%)	29 (2%)	18 (1%)	174 (14%)	-	-	-	-
National Endowment for the Arts	12 (8%)	30 (20%)	-	-	-	-	-	-
National Endowment for the Humanities	-	-	-	-	11 (7%)	53 (34%)	-	1 (1%)
National Labor Relations Board	437 (27%)	207 (13%)	589 (37%)	11 (1%)	-	-	-	-
National Mediation Board	17 (57%)	12 (40%)	-	5 (17%)	-	-	-	-
National Science Foundation	293 (20%)	262 (18%)	478 (33%)	996 (70%)	-	-	-	-

Agency	FY 2014				September 2014			
	3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
National Transportation Safety Board	136 (33%)	62 (15%)	-	-	-	-	-	-
Nuclear Regulatory Commission	339 (9%)	449 (12%)	-	-	-	-	-	-
Nuclear Waste Technical Review Board	1 (9%)	1 (9%)	-	9 (82%)	-	-	-	-
Office of Government Ethics	11 (17%)	11 (17%)	-	19 (30%)	-	-	-	-
Office of Management and Budget (EOP)	4 (1%)	18 (4%)	111 (27%)	105 (25%)	-	-	-	-
Office of National Drug Control Policy (EOP)	-	4 (5%)	-	29 (33%)	-	-	-	-
Office of Navajo and Hopi Indian Relocation	-	-	-	-	-	-	-	-
Office of Personnel Management	-	-	-	-	1097 (22%)	726 (15%)	-	23 (0%)
Office of the United States Trade Representative (EOP)	-	8 (3%)	-	67 (29%)	-	-	-	-

Agency	FY 2014				September 2014			
	3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Overseas Private Investment Corporation	67 (25%)	57 (22%)	121 (46%)	6 (2%)	-	-	-	-
Patent and Trademark Office	5127 (41%)	4305 (34%)	-	218 (2%)	-	-	-	-
Peace Corps	42 (4%)	103 (10%)	76 (8%)	106 (11%)	-	-	-	-
Securities and Exchange Commission	214 (5%)	1299 (31%)	-	1940 (46%)	-	-	-	-
Small Business Administration	-	-	-	-	-	-	-	-
Social Security Administration	-	-	-	-	-	-	-	-
Tennessee Valley Authority	8 (0%)	-	-	115 (1%)	-	-	-	-
Trade and Development Agency	1 (2%)	-	-	33 (70%)	-	-	-	-
U.S. AbilityOne Commission	12 (48%)	6 (24%)	-	17 (68%)	-	-	-	-
U.S. Commission on Civil Rights	1 (3%)	5 (13%)	-	-	-	-	-	-

Agency	FY 2014				September 2014			
	3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
U.S. International Trade Commission	7 (2%)	59 (15%)	145 (38%)	70 (18%)	-	-	-	-
Chemical Safety and Hazard Investigation Board	-	10 (29%)	-	21 (60%)	-	-	-	-
Commodity Futures Trading Commission	-	-	-	-	61 (9%)	132 (20%)	-	-
Consumer Financial Protection Bureau	123 (9%)	284 (20%)	-	445 (31%)	-	-	-	-
Pension Benefit Guaranty Corporation	-	-	-	-	-	-	-	-
Postal Regulatory Commission	1 (1%)	27 (39%)	-	36 (51%)	-	-	-	-
U.S. Office of Special Counsel	25 (19%)	70 (52%)	30 (22%)	10 (7%)	-	-	-	-
Railroad Retirement Board	81 (9%)	49 (5%)	73 (8%)	124 (14%)	-	-	-	-
Broadcasting Board of Governors	-	-	-	-	33 (2%)	80 (5%)	10 (1%)	-

Note: Percentage is equal to number of teleworkers divided by total number of employees. Agencies did not report remote work participation for 2014.

APPENDIX 9. Subagency Telework Participation Data for 2014

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Agriculture	Departmental Administration (DA/DM)	1,744	1,558	867	56%	50%	-	-	-
Department of Agriculture	Farm and Foreign Agriculture Services (FFAS)	5,420	5,280	-	-	-	1,448	27%	27%
Department of Agriculture	Food Safety (FS)	9,671	1,730	1,532	89%	16%	-	-	-
Department of Agriculture	Food, Nutrition and Consumer Services (FNCS)	1,393	1,278	-	-	-	1,278	100%	92%
Department of Agriculture	Marketing and Regulatory Programs (MRP)	12,736	8,247	3,043	37%	24%	-	-	-
Department of Agriculture	National Appeals Division (NAD)	83	83	-	-	-	82	99%	99%

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Agriculture	Natural Resources and Environment (NRE)	36,797	28,017	-	-	-	12,821	46%	35%
Department of Agriculture	Office of Inspector General (OIG)	494	491	442	90%	89%	-	-	-
Department of Agriculture	Office of the Assistant Secretary for Civil Rights (OASCR)	150	124	77	62%	51%	-	-	-
Department of Agriculture	Research, Education and Economics (REE)	9,754	7,856	-	-	-	1,700	22%	17%
Department of Agriculture	Rural Development (RD)	4,710	4,493	2,930	65%	62%	-	-	-
Department of Commerce	Bureau of Economic Analysis	452	-	-	-	-	212	-	47%
Department of Commerce	Bureau of Industry and Security	360	360	-	-	-	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Commerce	Economic Development Administration (EDA)	167	167	-	-	-	58	35%	35%
Department of Commerce	Economics and Statistics Administration (ESA)	32	32	-	-	-	10	31%	31%
Department of Commerce	International Trade Administration (ITA)	1,408	1,408	-	-	-	400	28%	28%
Department of Commerce	Minority Business Development Agency (MBDA)	53	53	-	-	-	19	36%	36%
Department of Commerce	National Institute of Standards and Technology (NIST)	3,211	2,836	-	-	-	533	19%	17%
Department of Commerce	National Oceanic and Atmospheric Administration (NOAA)	11,656	4,461	-	-	-	2,348	53%	20%

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Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Commerce	National Technical Information Service (NTIS)	99	-	-	-	-	48	-	48%
Department of Commerce	National Telecommunications and Information Administration (NTIA)	376	361	-	-	-	155	43%	41%
Department of Commerce	Office of the Inspector General	156	156	-	-	-	72	46%	46%
Department of Commerce	Office of the Secretary	794	794	-	-	-	208	26%	26%
Department of Commerce	U.S. Census Bureau	14,112	6,507	-	-	-	2,492	38%	18%
Department of Defense	Department of Air Force	142,455	59,939	5,941	10%	4%	-	-	-
Department of Defense	Department of Army	247,808	112,202	18,367	16%	7%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Defense	Department of Navy	194,773	83,212	26,612	32%	14%	-	-	-
Department of Defense	Other Department of Defense	180,739	108,473	45,814	42%	25%	-	-	-
Department of Education	Advisory Councils and Committees (EY)	23	-	-	-	-	0	-	0%
Department of Education	Edet-Office of English Language Acquisition (ET)	18	-	-	-	-	10	-	56%
Department of Education	Federal Student Aid (EN)	1,267	1,208	-	-	-	863	71%	68%
Department of Education	Imm Office of Sec of Education (EA)	103	78	-	-	-	17	22%	17%
Department of Education	Institute of Education Sciences (ER)	181	173	-	-	-	97	56%	54%
Department of Education	National Assessment Governing Board (EZ)	29	35	-	-	-	4	11%	14%

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Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Education	Office For Civil Rights (EC)	562	528	-	-	-	274	52%	49%
Department of Education	Office of Career, Technical, and Adult Education	73	82	-	-	-	42	51%	58%
Department of Education	Office of Communications and Outreach (EO)	112	105	-	-	-	31	30%	28%
Department of Education	Office of Elem and Sec Ed (ES)	228	267	-	-	-	101	38%	44%
Department of Education	Office of Innovation and Improvement (EU)	93	84	-	-	-	37	44%	40%
Department of Education	Office of Inspector General (EF)	246	286	-	-	-	123	43%	50%
Department of Education	Office of Legislation and Congressional Affairs (EJ)	17	13	-	-	-	0	0%	0%

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Education	Office of Management (EM)	188	179	-	-	-	113	63%	60%
Department of Education	Office of Planning, Evaluation and Policy Develop (ED)	98	113	-	-	-	22	19%	22%
Department of Education	Office of Postsecondary Education (EP)	194	242	-	-	-	83	34%	43%
Department of Education	Office of Spec Ed and Rehab Serv (EH)	247	265	-	-	-	154	58%	62%
Department of Education	Office of The Chief Financial Officer (EL)	179	166	-	-	-	74	45%	41%
Department of Education	Office of The Chief Information Officer (EI)	127	131	-	-	-	74	56%	58%
Department of Education	Office of The Deputy Secretary of Education (EB)	60	66	-	-	-	22	33%	37%

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Education	Office of The General Counsel (EG)	105	102	-	-	-	38	37%	36%
Department of Education	Office of The Under Secretary (EE)	56	32	-	-	-	5	16%	9%
Department of Energy	Bonneville Power Administration	2,887	2,130	1,562	73%	54%	-	-	-
Department of Energy	National Nuclear Security Administration	2,156	2,156	533	25%	25%	-	-	-
Department of Energy	Other Department of Energy	8,579	8,449	3,403	40%	40%	-	-	-
Department of Health and Human Services	Administration for Children and Families	1,161	1,138	531	47%	46%	-	-	-
Department of Health and Human Services	Administration on Community Living	115	108	41	38%	36%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Health and Human Services	Agency for Health Care Research and Quality	319	319	287	90%	90%	-	-	-
Department of Health and Human Services	Centers for Disease Control and Prevention	11,369	8,911	4,391	49%	39%	-	-	-
Department of Health and Human Services	Centers for Medicare and Medicaid Services	6,002	6,002	2,487	41%	41%	-	-	-
Department of Health and Human Services	Food and Drug Administration	19,500	11,616	8,118	70%	42%	-	-	-
Department of Health and Human Services	Health Resources and Services Administration	1,874	1,731	983	57%	52%	-	-	-
Department of Health and Human Services	Indian Health Service	15,617	5,798	126	2%	1%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Health and Human Services	Office of the Inspector General	1,566	1,559	1,148	74%	73%	-	-	-
Department of Health and Human Services	Office of the Secretary	14,080	2,915	2,101	72%	15%	-	-	-
Department of Health and Human Services	Program Support Center	592	470	429	91%	72%	-	-	-
Department of Health and Human Services	Substance Abuse and Mental Health Services Administration	618	560	363	65%	59%	-	-	-
Department of Homeland Security	DHS Headquarters	3,615	3,200	2,629	82%	73%	-	-	-
Department of Homeland Security	Federal Emergency Management Agency	14,425	10,818	6,450	60%	45%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Homeland Security	Federal Law Enforcement Training Center	1,131	123	74	60%	7%	-	-	-
Department of Homeland Security	National Protection and Programs Directorate	2,973	2,786	1,315	47%	44%	-	-	-
Department of Homeland Security	Office of the Inspector General	675	650	466	72%	69%	-	-	-
Department of Homeland Security	Transportation Security Administration	60,440	6,044	3,435	57%	6%	-	-	-
Department of Homeland Security	US Citizenship and Immigration Services	13,246	10,246	4,371	43%	33%	-	-	-
Department of Homeland Security	US Coast Guard	8,501	6,713	1,869	28%	22%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Homeland Security	US Customs and Border Protection	59,544	10,024	3,544	35%	6%	-	-	-
Department of Homeland Security	US Immigration and Customs Enforcement	18,931	3,007	2,683	89%	14%	-	-	-
Department of Homeland Security	US Secret Service	6,367	1,083	15	1%	0%	-	-	-
Department of Justice	Alcohol, Tobacco, Firearms and Explosives	4,805	1,986	1,314	66%	27%	-	-	-
Department of Justice	Antitrust Division	616	575	238	41%	39%	-	-	-
Department of Justice	Civil Division	1,289	1,022	148	14%	11%	-	-	-
Department of Justice	Civil Rights Division	593	579	247	43%	42%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Justice	Criminal Division	862	-	149	-	17%	-	-	-
Department of Justice	Drug Enforcement Administration	9,214	6,321	145	2%	2%	-	-	-
Department of Justice	Environment and Natural Resources Division	614	439	375	85%	61%	-	-	-
Department of Justice	Exec Office of the US Attorneys	10,903	-	-	-	-	169	-	2%
Department of Justice	Executive Office for Immigration Review	1,365	299	126	42%	9%	-	-	-
Department of Justice	Federal Bureau of Investigation	35,109	18,328	79	0%	0%	-	-	-
Department of Justice	Federal Bureau of Prisons	39,205	2,619	433	17%	1%	-	-	-
Department of Justice	Justice Management Division/Offices Boards and Divisions	1,862	1,159	-	-	-	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Justice	Office of Justice Programs	627	613	-	-	-	352	57%	56%
Department of Justice	Office of the Inspector General	407	404	-	-	-	130	32%	32%
Department of Justice	Tax Division	457	453	-	-	-	-	-	-
Department of Justice	US Marshals Service	5,432	1,375	121	9%	2%	-	-	-
Department of Justice	US Trustee Program	1,114	1,096	378	34%	34%	-	-	-
Department of Labor	Adjudicatory Boards	113	113	89	79%	79%	-	-	-
Department of Labor	Bureau of International Labor Affairs (ILAB)	102	102	79	77%	77%	-	-	-
Department of Labor	Bureau of Labor Statistics (BLS)	2,391	2,352	1,694	72%	71%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Labor	Employee Benefits Security Administration (EBSA)	999	931	595	64%	60%	-	-	-
Department of Labor	Employment and Training Administration (ETA)	1,100	1,000	767	77%	70%	-	-	-
Department of Labor	Mine Safety and Health Administration (MSHA)	2,317	2,250	322	14%	14%	-	-	-
Department of Labor	Occupational Safety and Health Administration (OSHA)	2,161	1,988	1,371	69%	63%	-	-	-
Department of Labor	Office of Administrative Law Judges (OALJ)	115	82	41	50%	36%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Labor	Office of Congressional and Intergovernmental Affairs (OCIA)	23	19	0	0%	0%	-	-	-
Department of Labor	Office of Disability Employment Policy (ODEP)	46	45	45	100%	98%	-	-	-
Department of Labor	Office of Federal Contract Compliance Programs (OFCCP)	654	654	529	81%	81%	-	-	-
Department of Labor	Office of Labor-Management Standards (OLMS)	209	187	137	73%	66%	-	-	-
Department of Labor	Office of Public Affairs (OPA)	59	58	50	86%	85%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Labor	Office of the Assistant Secretary for Administration and Management (OASAM)	739	674	571	85%	77%	-	-	-
Department of Labor	Office of the Assistant Secretary for Policy (ASP)	30	26	22	85%	73%	-	-	-
Department of Labor	Office of the Chief Financial Officer (OCFO)	102	102	72	71%	71%	-	-	-
Department of Labor	Office of the Inspector General (OIG)	377	377	297	79%	79%	-	-	-
Department of Labor	Office of the Secretary (OSEC)	71	59	16	27%	23%	-	-	-
Department of Labor	Office Of The Solicitor	739	674	513	76%	69%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Labor	Office of Workers' Compensation Programs (OWCP)	1,549	1,271	937	74%	60%	-	-	-
Department of Labor	Veterans Employment and Training Services (VETS)	226	220	180	82%	80%	-	-	-
Department of Labor	Wage and Hour Division (WHD)	1,768	1,760	1,088	62%	62%	-	-	-
Department of Labor	Women's Bureau (WB)	48	48	40	83%	83%	-	-	-
Department of State	International Boundary Commission: United States and Canada	7	6	2	33%	29%	-	-	-
Department of State	International Boundary and Water Commission: United States and Mexico	-	-	51	-	-	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of State	International Joint Commission: United States and Canada	15	14	14	100%	93%	-	-	-
Department of the Interior	Bureau of Indian Affairs	4,223	1,616	379	23%	9%	-	-	-
Department of the Interior	Bureau of Land Management	10,418	9,375	1,689	18%	16%	-	-	-
Department of the Interior	Bureau of Ocean Energy Management	568	559	273	49%	48%	-	-	-
Department of the Interior	Bureau of Reclamation	5,285	4,900	1,306	27%	25%	-	-	-
Department of the Interior	Bureau of Safety and Environmental Enforcement	807	791	324	41%	40%	-	-	-
Department of the Interior	Fish and Wildlife Service	9,525	9,279	2,840	31%	30%	-	-	-
Department of the Interior	National Park Service	24,498	12,622	1,741	14%	7%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of the Interior	Office Natural Resource Revenue	643	643	378	59%	59%	-	-	-
Department of the Interior	Office Of Indian Ed Programs	3,659	69	2	3%	0%	-	-	-
Department of the Interior	Office Of Surface Mining, Reclamation & Enforcement	446	441	192	44%	43%	-	-	-
Department of the Interior	Office Of The Inspector General	278	276	181	66%	65%	-	-	-
Department of the Interior	Office Of The Sec, IBC	856	851	289	34%	34%	-	-	-
Department of the Interior	Office Of The Secretary Of The Interior	1,305	1,267	605	48%	46%	-	-	-
Department of the Interior	Office Of The Solicitor	401	398	198	50%	49%	-	-	-
Department of the Interior	Office of the Special Trustee	579	451	146	32%	25%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of the Interior	OS, Asst Sec Indian Affairs	202	191	59	31%	29%	-	-	-
Department of the Interior	U.S. Geological Survey	8,463	8,030	1,989	25%	24%	-	-	-
Department of Transportation	Federal Aviation Administration	45,773	14,228	9,890	70%	22%	-	-	-
Department of Transportation	Federal Highway Administration	2,898	2,598	2,461	95%	85%	-	-	-
Department of Transportation	Federal Motor Carrier Safety Administration	1,116	897	537	60%	48%	-	-	-
Department of Transportation	Federal Railroad Administration	839	839	682	81%	81%	-	-	-
Department of Transportation	Federal Transit Administration	544	509	360	71%	66%	-	-	-
Department of Transportation	Maritime Administration	809	590	323	55%	40%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Transportation	National Highway Traffic Safety Administration	589	583	505	87%	86%	-	-	-
Department of Transportation	Office of Inspector General	424	401	338	84%	80%	-	-	-
Department of Transportation	Office of Secretary of Transportation	749	588	424	72%	57%	-	-	-
Department of Transportation	Pipeline/Hazardous Materials Safety Administration	421	421	370	88%	88%	-	-	-
Department of Transportation	St. Lawrence Seaway Dev Corp	119	19	18	95%	15%	-	-	-
Department of Transportation	Surface Transportation Board	139	106	106	100%	76%	-	-	-
Department of Treasury	Bureau of Engraving & Printing (BEP)	1,970	666	389	58%	20%	-	-	-
Department of Treasury	Bureau of the Fiscal Service (BFS)	3,310	-	1,597	-	48%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Treasury	Departmental Offices	1,992	-	1,176	-	59%	-	-	-
Department of Treasury	Financial Crimes Enforcement Network (FinCEN)	278	276	116	42%	42%	-	-	-
Department of Treasury	Internal Revenue Service (IRS)	91,018	41,882	42,470	101%	47%	-	-	-
Department of Treasury	Office of Inspector General (OIG)	160	-	139	-	87%	-	-	-
Department of Treasury	Office of The Comptroller of The Currency (OCC)	3,873	3,846	3,198	83%	83%	-	-	-
Department of Treasury	Special Inspector General, Troubled Asset Relief Program (SIGTARP)	154	154	116	75%	75%	-	-	-
Department of Treasury	The Alcohol and Tobacco Tax and Trade Bureau (TTB)	468	461	399	87%	85%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2014	Percentage of eligible employees teleworking in FY 2014	Percentage of employees teleworking in FY 2014	Number of employees teleworking in Sept. 2014	Percentage of all eligible employees teleworking in Sept. 2014	Percentage of employees teleworking in Sept. 2014
Department of Treasury	Treasury Inspector General for Tax Administration (TIGTA)	742	716	627	88%	85%	-	-	-
Department of Treasury	U.S. Mint	1,670	612	275	45%	16%	-	-	-
Department of Transportation	Research and Innovative Technology Administration (RITA)	679	677	515	76%	76%	-	-	-
Department of Agriculture	Office of the Chief Financial Officer (OCFO)	1,572	1,509	1,009	67%	64%	-	-	-
Department of Agriculture	Office of the General Counsel (OGC)	252	249	189	76%	75%	-	-	-
Department of Treasury	Chief Counsel	2,119	1,700	1,677	99%	79%	-	-	-

APPENDIX 10. Subagency Telework Frequency Data for 2014

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Agriculture	Departmental Administration (DA/DM)	234 (13%)	249 (14%)	7 (0%)	234 (13%)	-	-	-	-
Department of Agriculture	Farm and Foreign Agriculture Services (FFAS)	-	-	-	-	282 (5%)	407 (8%)	-	527 (10%)
Department of Agriculture	Food Safety (FS)	165 (2%)	199 (2%)	-	303 (3%)	-	-	-	-
Department of Agriculture	Food, Nutrition and Consumer Services (FNCS)	-	-	-	-	612 (44%)	243 (17%)	-	344 (25%)
Department of Agriculture	Marketing and Regulatory Programs (MRP)	1175 (9%)	1054 (8%)	156 (1%)	658 (5%)	-	-	-	-
Department of Agriculture	National Appeals Division (NAD)	-	-	-	-	47 (57%)	11 (13%)	9 (11%)	6 (7%)
Department of Agriculture	Natural Resources and Environment (NRE)	-	-	-	-	2586 (7%)	1285 (3%)	-	14631 (40%)
Department of Agriculture	Office of Inspector General (OIG)	55 (11%)	30 (6%)	-	357 (72%)	-	-	-	-
Department of Agriculture	Office of the Assistant Secretary for Civil Rights (OASCR)	15 (10%)	9 (6%)	-	53 (35%)	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Agriculture	Research, Education and Economics (REE)	-	-	-	-	481 (5%)	532 (5%)	-	622 (6%)
Department of Agriculture	Rural Development (RD)	350 (7%)	457 (10%)	-	486 (10%)	-	-	-	-
Department of Commerce	Bureau of Economic Analysis	-	-	-	-	50 (11%)	162 (36%)	-	-
Department of Commerce	Bureau of Industry and Security	24 (7%)	84 (23%)	-	-	-	-	-	-
Department of Commerce	Economic Development Administration (EDA)	-	-	-	-	31 (19%)	27 (16%)	-	-
Department of Commerce	Economics and Statistics Administration (ESA)	-	-	-	-	2 (6%)	8 (25%)	-	-
Department of Commerce	International Trade Administration (ITA)	-	-	-	-	155 (11%)	245 (17%)	-	-
Department of Commerce	Minority Business Development Agency (MBDA)	-	-	-	-	9 (17%)	10 (19%)	-	-
Department of Commerce	National Institute of Standards and Technology (NIST)	-	-	-	-	209 (7%)	324 (10%)	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Commerce	National Oceanic and Atmospheric Administration (NOAA)	-	-	-	-	1000 (9%)	2348 (20%)	-	-
Department of Commerce	National Technical Information Service (NTIS)	-	-	-	-	24 (24%)	24 (24%)	-	-
Department of Commerce	National Telecommunications and Information Administration (NTIA)	-	-	-	-	76 (20%)	79 (21%)	-	-
Department of Commerce	Office of the Inspector General	-	-	-	-	21 (13%)	51 (33%)	-	-
Department of Commerce	Office of the Secretary	-	-	-	-	52 (7%)	156 (20%)	-	-
Department of Commerce	U.S. Census Bureau	-	-	-	-	1027 (7%)	1465 (10%)	-	-
Department of Defense	Department of Air Force	459 (0%)	823 (1%)	-	4247 (3%)	-	-	-	-
Department of Defense	Department of Army	836 (0%)	3088 (1%)	-	13430 (5%)	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Defense	Department of Navy	3631 (2%)	10721 (6%)	2091 (1%)	16017 (8%)	-	-	-	-
Department of Defense	Other Department of Defense	-	-	-	-	-	-	-	-
Department of Education	Advisory Councils and Committees (EY)	-	-	-	-	-	-	-	-
Department of Education	Edet-Office of English Language Acquisition (ET)	-	-	-	-	2 (11%)	6 (33%)	-	4 (22%)
Department of Education	Federal Student Aid (EN)	-	-	-	-	139 (11%)	343 (27%)	-	472 (37%)
Department of Education	Imm Office of Sec of Education (EA)	-	-	-	-	1 (1%)	4 (4%)	-	12 (12%)
Department of Education	Institute of Education Sciences (ER)	-	-	-	-	13 (7%)	37 (20%)	-	56 (31%)
Department of Education	National Assessment Governing Board (EZ)	-	-	-	-	-	2 (7%)	-	3 (10%)
Department of Education	Office For Civil Rights (EC)	-	-	-	-	45 (8%)	95 (17%)	-	175 (31%)

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Education	Office of Career, Technical, and Adult Education	-	-	-	-	13 (18%)	13 (18%)	-	18 (25%)
Department of Education	Office of Communications and Outreach (EO)	-	-	-	-	7 (6%)	8 (7%)	-	17 (15%)
Department of Education	Office of Elem and Sec Ed (ES)	-	-	-	-	16 (7%)	39 (17%)	-	57 (25%)
Department of Education	Office of Innovation and Improvement (EU)	-	-	-	-	10 (11%)	16 (17%)	-	12 (13%)
Department of Education	Office of Inspector General (EF)	-	-	-	-	39 (16%)	30 (12%)	-	63 (26%)
Department of Education	Office of Legislation and Congressional Affairs (EJ)	-	-	-	-	-	-	-	-
Department of Education	Office of Management (EM)	-	-	-	-	32 (17%)	62 (33%)	-	37 (20%)
Department of Education	Office of Planning, Evaluation and Policy Develop (ED)	-	-	-	-	-	-	-	-
Department of Education	Office of Postsecondary Education (EP)	-	-	-	-	19 (10%)	49 (25%)	-	22 (11%)

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Education	Office of Spec Ed and Rehab Serv (EH)	-	-	-	-	16 (6%)	116 (47%)	-	43 (17%)
Department of Education	Office of The Chief Financial Officer (EL)	-	-	-	-	13 (7%)	27 (15%)	-	40 (22%)
Department of Education	Office of The Chief Information Officer (EI)	-	-	-	-	26 (20%)	34 (27%)	-	23 (18%)
Department of Education	Office of The Deputy Secretary of Education (EB)	-	-	-	-	5 (8%)	7 (12%)	-	13 (22%)
Department of Education	Office of The General Counsel (EG)	-	-	-	-	7 (7%)	13 (12%)	-	19 (18%)
Department of Education	Office of The Under Secretary (EE)	-	-	-	-	1 (2%)	1 (2%)	-	3 (5%)
Department of Energy	Bonneville Power Administration	-	-	-	1130 (39%)	-	-	-	-
Department of Energy	National Nuclear Security Administration	-	-	-	238 (11%)	-	-	-	-
Department of Energy	Other Department of Energy	-	-	-	1759 (21%)	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Health and Human Services	Administration for Children and Families	232 (20%)	213 (18%)	-	22 (2%)	-	-	-	-
Department of Health and Human Services	Administration on Community Living	12 (10%)	27 (23%)	-	29 (25%)	-	-	-	-
Department of Health and Human Services	Agency for Health Care Research and Quality	84 (26%)	87 (27%)	-	116 (36%)	-	-	-	-
Department of Health and Human Services	Centers for Disease Control and Prevention	1959 (17%)	1954 (17%)	-	478 (4%)	-	-	-	-
Department of Health and Human Services	Centers for Medicare and Medicaid Services	1179 (20%)	1304 (22%)	-	2318 (39%)	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Health and Human Services	Food and Drug Administration	3457 (18%)	2388 (12%)	-	2283 (12%)	-	-	-	-
Department of Health and Human Services	Health Resources and Services Administration	321 (17%)	662 (35%)	-	597 (32%)	-	-	-	-
Department of Health and Human Services	Indian Health Service	94 (1%)	30 (0%)	-	31 (0%)	-	-	-	-
Department of Health and Human Services	National Institutes of Health	1356 (7%)	3106 (16%)	-	5257 (27%)	-	-	-	-
Department of Health and Human Services	Office of the Inspector General	426 (27%)	282 (18%)	-	440 (28%)	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Health and Human Services	Office of the Secretary	717 (5%)	839 (6%)	-	730 (5%)	-	-	-	-
Department of Health and Human Services	Program Support Center	166 (28%)	151 (26%)	-	112 (19%)	-	-	-	-
Department of Health and Human Services	Substance Abuse and Mental Health Services Administration	69 (11%)	173 (28%)	-	118 (19%)	-	-	-	-
Department of Homeland Security	DHS Headquarters	485 (13%)	940 (26%)	204 (6%)	1000 (28%)	-	-	-	-
Department of Homeland Security	Federal Emergency Management Agency	1475 (10%)	2482 (17%)	437 (3%)	2064 (14%)	-	-	-	-
Department of Homeland Security	Federal Law Enforcement Training Center	4 (0%)	27 (2%)	4 (0%)	39 (3%)	-	-	-	-

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Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Homeland Security	National Protection and Programs Directorate	267 (9%)	552 (19%)	90 (3%)	406 (14%)	-	-	-	-
Department of Homeland Security	Office of the Inspector General	212 (31%)	148 (22%)	14 (2%)	92 (14%)	-	-	-	-
Department of Homeland Security	Transportation Security Administration	393 (1%)	1070 (2%)	336 (1%)	1633 (3%)	-	-	-	-
Department of Homeland Security	US Citizenship and Immigration Services	1649 (12%)	1365 (10%)	236 (2%)	1102 (8%)	-	-	-	-
Department of Homeland Security	US Coast Guard	321 (4%)	845 (10%)	114 (1%)	585 (7%)	-	-	-	-
Department of Homeland Security	US Customs and Border Protection	429 (1%)	1180 (2%)	-	1618 (3%)	-	-	-	-
Department of Homeland Security	US Immigration and Customs Enforcement	271 (1%)	857 (5%)	186 (1%)	1367 (7%)	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Homeland Security	US Secret Service	-	4 (0%)	-	11 (0%)	-	-	-	-
Department of Justice	Alcohol, Tobacco, Firearms and Explosives	404 (8%)	383 (8%)	-	527 (11%)	-	-	-	-
Department of Justice	Antitrust Division	5 (1%)	29 (5%)	-	204 (33%)	-	-	-	-
Department of Justice	Civil Division	-	70 (5%)	-	100 (8%)	-	-	-	-
Department of Justice	Civil Rights Division	15 (3%)	91 (15%)	-	141 (24%)	-	-	-	-
Department of Justice	Criminal Division	13 (2%)	16 (2%)	-	5 (1%)	-	-	-	-
Department of Justice	Drug Enforcement Administration	30 (0%)	61 (1%)	-	61 (1%)	-	-	-	-
Department of Justice	Environment and Natural Resources Division	-	109 (18%)	-	191 (31%)	-	-	-	-
Department of Justice	Exec Office of the US Attorneys	-	-	-	-	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Justice	Executive Office for Immigration Review	81 (6%)	45 (3%)	-	-	-	-	-	-
Department of Justice	Federal Bureau of Investigation	7 (0%)	16 (0%)	8 (0%)	45 (0%)	-	-	-	-
Department of Justice	Federal Bureau of Prisons	-	-	-	-	-	-	-	-
Department of Justice	Justice Management Division/Offices Boards and Divisions	-	-	-	-	-	-	-	-
Department of Justice	Office of Justice Programs	-	-	-	-	175 (28%)	154 (25%)	23 (4%)	-
Department of Justice	Office of the Inspector General	-	-	-	-	40 (10%)	54 (13%)	36 (9%)	-
Department of Justice	Tax Division	-	-	-	-	-	-	-	-
Department of Justice	US Marshals Service	17 (0%)	50 (1%)	-	54 (1%)	-	-	-	-
Department of Justice	US Trustee Program	14 (1%)	364 (33%)	-	9 (1%)	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Labor	Adjudicatory Boards	13 (12%)	26 (23%)	50 (44%)	-	-	-	-	-
Department of Labor	Bureau of International Labor Affairs (ILAB)	2 (2%)	13 (13%)	64 (63%)	-	-	-	-	-
Department of Labor	Bureau of Labor Statistics (BLS)	113 (5%)	687 (29%)	894 (37%)	-	-	-	-	-
Department of Labor	Employee Benefits Security Administration (EBSA)	20 (2%)	163 (16%)	412 (41%)	-	-	-	-	-
Department of Labor	Employment and Training Administration (ETA)	29 (3%)	363 (33%)	375 (34%)	-	-	-	-	-
Department of Labor	Mine Safety and Health Administration (MSHA)	5 (0%)	58 (3%)	259 (11%)	-	-	-	-	-
Department of Labor	Occupational Safety and Health Administration (OSHA)	60 (3%)	362 (17%)	949 (44%)	-	-	-	-	-
Department of Labor	Office of Administrative Law Judges (OALJ)	1 (1%)	14 (12%)	26 (23%)	-	-	-	-	-
Department of Labor	Office of Congressional and Intergovernmental Affairs (OCIA)	-	-	-	-	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Labor	Office of Disability Employment Policy (ODEP)	1 (2%)	17 (37%)	27 (59%)	-	-	-	-	-
Department of Labor	Office of Federal Contract Compliance Programs (OFCCP)	51 (8%)	204 (31%)	274 (42%)	-	-	-	-	-
Department of Labor	Office of Labor-Management Standards (OLMS)	4 (2%)	51 (24%)	82 (39%)	-	-	-	-	-
Department of Labor	Office of Public Affairs (OPA)	1 (2%)	13 (22%)	36 (61%)	-	-	-	-	-
Department of Labor	Office of the Assistant Secretary for Administration and Management (OASAM)	22 (3%)	211 (29%)	338 (46%)	-	-	-	-	-
Department of Labor	Office of the Assistant Secretary for Policy (ASP)	-	2 (7%)	20 (67%)	-	-	-	-	-
Department of Labor	Office of the Chief Financial Officer (OCFO)	1 (1%)	30 (29%)	41 (40%)	-	-	-	-	-
Department of Labor	Office of the Inspector General (OIG)	39 (10%)	64 (17%)	194 (51%)	-	-	-	-	-
Department of Labor	Office of the Secretary (OSEC)	-	2 (3%)	14 (20%)	-	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Labor	Office Of The Solicitor	13 (2%)	118 (16%)	382 (52%)	-	-	-	-	-
Department of Labor	Office of Workers' Compensation Programs (OWCP)	34 (2%)	389 (25%)	514 (33%)	-	-	-	-	-
Department of Labor	Veterans Employment and Training Services (VETS)	4 (2%)	55 (24%)	121 (54%)	-	-	-	-	-
Department of Labor	Wage and Hour Division (WHD)	84 (5%)	316 (18%)	688 (39%)	-	-	-	-	-
Department of Labor	Women's Bureau (WB)	1 (2%)	13 (27%)	26 (54%)	-	-	-	-	-
Department of State	International Boundary Commission: United States and Canada	-	-	-	2 (29%)	-	-	-	-
Department of State	International Boundary and Water Commission: United States and Mexico	-	-	-	-	-	-	-	-
Department of State	International Joint Commission: United States and Canada	8 (53%)	1 (7%)	5 (33%)	6 (40%)	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of the Interior	Bureau of Indian Affairs	42 (1%)	81 (2%)	256 (6%)	-	-	-	-	-
Department of the Interior	Bureau of Land Management	1009 (10%)	533 (5%)	1009 (10%)	-	-	-	-	-
Department of the Interior	Bureau of Ocean Energy Management	47 (8%)	89 (16%)	137 (24%)	-	-	-	-	-
Department of the Interior	Bureau of Reclamation	177 (3%)	155 (3%)	974 (18%)	-	-	-	-	-
Department of the Interior	Bureau of Safety and Environmental Enforcement	54 (7%)	109 (14%)	161 (20%)	-	-	-	-	-
Department of the Interior	Fish and Wildlife Service	177 (2%)	155 (2%)	974 (10%)	-	-	-	-	-
Department of the Interior	National Park Service	277 (1%)	1597 (7%)	1020 (4%)	-	-	-	-	-
Department of the Interior	Office Natural Resource Revenue	418 (65%)	67 (10%)	429 (67%)	3 (0%)	-	-	-	-
Department of the Interior	Office Of Indian Ed Programs	1 (0%)	2 (0%)	1 (0%)	-	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of the Interior	Office Of Surface Mining, Reclamation & Enforcement	262 (59%)	43 (10%)	280 (63%)	3 (1%)	-	-	-	-
Department of the Interior	Office Of The Inspector General	225 (81%)	28 (10%)	215 (77%)	4 (1%)	-	-	-	-
Department of the Interior	Office Of The Sec, IBC	75 (9%)	44 (5%)	215 (25%)	124 (14%)	-	-	-	-
Department of the Interior	Office Of The Secretary Of The Interior	267 (20%)	909 (70%)	842 (65%)	-	-	-	-	-
Department of the Interior	Office Of The Solicitor	239 (60%)	48 (12%)	262 (65%)	5 (1%)	-	-	-	-
Department of the Interior	Office of the Special Trustee	70 (12%)	76 (13%)	41 (7%)	-	-	-	-	-
Department of the Interior	OS, Asst Sec Indian Affairs	82 (41%)	20 (10%)	76 (38%)	4 (2%)	-	-	-	-
Department of the Interior	U.S. Geological Survey	377 (4%)	1079 (13%)	1989 (24%)	-	-	-	-	-
Department of Transportation	Federal Aviation Administration	3670 (8%)	4527 (10%)	1693 (4%)	-	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Transportation	Federal Highway Administration	119 (4%)	767 (26%)	875 (30%)	700 (24%)	-	-	-	-
Department of Transportation	Federal Motor Carrier Safety Administration	250 (22%)	212 (19%)	68 (6%)	7 (1%)	-	-	-	-
Department of Transportation	Federal Railroad Administration	305 (36%)	202 (24%)	145 (17%)	30 (4%)	-	-	-	-
Department of Transportation	Federal Transit Administration	29 (5%)	168 (31%)	63 (12%)	100 (18%)	-	-	-	-
Department of Transportation	Maritime Administration	98 (12%)	115 (14%)	80 (10%)	30 (4%)	-	-	-	-
Department of Transportation	National Highway Traffic Safety Administration	31 (5%)	157 (27%)	298 (51%)	19 (3%)	-	-	-	-
Department of Transportation	Office of Inspector General	80 (19%)	67 (16%)	191 (45%)	-	-	-	-	-
Department of Transportation	Office of Secretary of Transportation	161 (21%)	189 (25%)	46 (6%)	28 (4%)	-	-	-	-
Department of Transportation	Pipeline/Hazardous Materials Safety Administration	73 (17%)	198 (47%)	99 (24%)	-	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Transportation	St. Lawrence Seaway Dev Corp	-	-	-	18 (15%)	-	-	-	-
Department of Transportation	Surface Transportation Board	-	106 (76%)	-	-	-	-	-	-
Department of Treasury	Bureau of Engraving & Printing (BEP)	132 (7%)	179 (9%)	-	190 (10%)	-	-	-	-
Department of Treasury	Bureau of the Fiscal Service (BFS)	644 (19%)	923 (28%)	-	1024 (31%)	-	-	-	-
Department of Treasury	Departmental Offices	119 (6%)	192 (10%)	-	846 (42%)	-	-	-	-
Department of Treasury	Financial Crimes Enforcement Network (FinCEN)	40 (14%)	59 (21%)	18 (6%)	114 (41%)	-	-	-	-
Department of Treasury	Internal Revenue Service (IRS)	19692 (22%)	4529 (5%)	10077 (11%)	-	-	-	-	-
Department of Treasury	Office of Inspector General (OIG)	13 (8%)	54 (34%)	101 (63%)	-	-	-	-	-
Department of Treasury	Office of The Comptroller of The Currency (OCC)	7 (0%)	117 (3%)	44 (1%)	3030 (78%)	-	-	-	-

Department	Subagency	FY 2014				September 2014			
		3 or more days	1-2 days	Once a month	Situational	3 or more days	1-2 days	Once a month	Situational
Department of Treasury	Special Inspector General, Troubled Asset Relief Program (SIGTARP)	12 (8%)	22 (14%)	-	82 (53%)	-	-	-	-
Department of Treasury	The Alcohol and Tobacco Tax and Trade Bureau (TTB)	319 (68%)	-	-	-	-	-	-	-
Department of Treasury	Treasury Inspector General for Tax Administration (TIGTA)	284 (38%)	343 (46%)	-	-	-	-	-	-
Department of Treasury	U.S. Mint	43 (3%)	91 (5%)	-	140 (8%)	-	-	-	-
Department of Transportation	Research and Innovative Technology Administration (RITA)	63 (9%)	237 (35%)	178 (26%)	37 (5%)	-	-	-	-
Department of Agriculture	Office of the Chief Financial Officer (OCFO)	369 (23%)	368 (23%)	-	272 (17%)	-	-	-	-
Department of Agriculture	Office of the General Counsel (OGC)	57 (23%)	82 (33%)	-	41 (16%)	-	-	-	-
Department of Treasury	Chief Counsel	160 (8%)	794 (37%)	723 (34%)	-	-	-	-	-

Note: Percentage is equal to number of teleworkers divided by total number of employees. Agencies did not report remote work participation for 2014.

APPENDIX 11. Agency Telework Participation Data for 2015

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Access Board	27	26	26	100%	96%	-	-	-
Agency for International Development	3,797	2,349	1,924	82%	51%	-	-	-
Appraisal Subcommittee, Federal Financial Institutions Examination Council	13	13	13	100%	100%	-	-	-
Central Intelligence Agency	-	-	59	-	-	-	-	-
Consumer Product Safety Commission	544	501	308	61%	57%	-	-	-
Court Services and Offender Supervision Agency	1,161	1,132	770	68%	66%	-	-	-
Defense Nuclear Facilities Safety Board	101	101	82	81%	81%	-	-	-
Department of Agriculture	97,268	57,127	30,479	53%	31%	-	-	-
Department of Commerce	47,453	32,892	-	-	-	7,229	22%	15%

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Defense	758,184	375,035	110,018	29%	15%	-	-	-
Department of Education	4,259	4,174	-	-	-	2,385	57%	56%
Department of Energy	13,633	12,768	5,555	44%	41%	-	-	-
Department of Health and Human Services	87,105	51,226	34,961	68%	40%	-	-	-
Department of Homeland Security	188,636	56,022	28,575	51%	15%	-	-	-
Department of Housing and Urban Development	8,224		4,877	-	59%	-	-	-
Department of Justice	115,543	34,026	6,192	18%	5%	-	-	-
Department of Labor	15,929	14,995	10,819	72%	68%	-	-	-
Department of State	31,436	16,752	5,762	34%	18%	-	-	-
Department of the Interior	82,177	56,812	16,709	29%	20%	-	-	-
Department of Transportation	54,311	23,223	17,694	76%	33%	-	-	-
Department of Treasury	100,867	54,531	48,223	88%	48%	-	-	-

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Veterans Affairs	363,866	45,215	26,281	58%	7%	-	-	-
Election Assistance Commission	28	24	28	117%	100%	-	-	-
Environmental Protection Agency	15,619	14,710	11,249	76%	72%	-	-	-
Equal Employment Opportunity Commission	2,296	2,246	1,011	45%	44%	-	-	-
Executive Office of the President (Science and Technology)	30	30	30	100%	100%	-	-	-
Export-Import Bank of the United States	435	353	259	73%	60%	-	-	-
Farm Credit Administration	299	292	270	92%	90%	-	-	-
Farm Credit System Insurance Corporation	11	11	8	73%	73%	-	-	-
Federal Communications Commission	1,679	1,679	1,016	61%	61%	-	-	-

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Federal Deposit Insurance Corporation	6,724	6,532	5,134	79%	76%	-	-	-
Federal Energy Regulatory Commission	1,492	1,450	1,185	82%	79%	-	-	-
Federal Housing Finance Agency	562	500	384	77%	68%	-	-	-
Federal Labor Relations Authority	137	116	91	78%	66%	-	-	-
Federal Maritime Commission	122	122	48	39%	39%	-	-	-
Federal Mediation and Conciliation Service	238	228	55	24%	23%	-	-	-
Federal Mine Safety and Health Review Commission	75	75	40	53%	53%	-	-	-
Federal Retirement Thrift Investment Board	231	220	-	-	-	85	39%	37%
Federal Trade Commission	1,194	1,120	894	80%	75%	-	-	-
General Services Administration	11,171	10,365	9,848	95%	88%	-	-	-

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Institute of Museum and Library Services	58	58	34	59%	59%	-	-	-
Japan-United States Friendship Commission	4	3	3	100%	75%	-	-	-
MACPAC (Medicaid and CHIP Payment and Access Commission)	28	28	1	4%	4%	-	-	-
Marine Mammal Commission	13	12	7	58%	54%	-	-	-
Merit Systems Protection Board	220	213	137	64%	62%	-	-	-
Millennium Challenge Corporation	273	273	186	68%	68%	-	-	-
National Aeronautics and Space Administration	18,093	17,527	9,887	56%	55%	-	-	-
National Archives and Records Administration	2,854	1,226	870	71%	30%	-	-	-
National Capital Planning Commission	32	31	-	-	-	10	32%	31%

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
National Credit Union Administration	1,291	472	333	71%	26%	-	-	-
National Endowment for the Arts	158	158	102	65%	65%	-	-	-
National Endowment for the Humanities	156	115	-	-	-	65	57%	42%
National Labor Relations Board	1,606	1,432	877	61%	55%	-	-	-
National Mediation Board	28	44	28	64%	100%	-	-	-
National Science Foundation	1,451	1,271	1,193	94%	82%	-	-	-
National Transportation Safety Board	416	411	385	94%	93%	-	-	-
Nuclear Regulatory Commission	3,810	3,810	2,200	58%	58%	-	-	-
Nuclear Waste Technical Review Board	11	11	11	100%	100%	-	-	-
Office of Government Ethics	63	63	33	52%	52%	-	-	-

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Office of Management and Budget (EOP)	495	105	210	200%	42%	-	-	-
Office of National Drug Control Policy (EOP)	79	79	61	77%	77%	-	-	-
Office of Navajo and Hopi Indian Relocation	34	34				-	-	-
Office of Personnel Management	5,079	3,149	2,365	75%	47%	-	-	-
Office of the United States Trade Representative (EOP)	237	231	124	54%	52%	-	-	-
Overseas Private Investment Corporation	259	194	155	80%	60%	-	-	-
Patent and Trademark Office	12,623	11,734	10,410	89%	82%	-	-	-
Peace Corps	1,102		96	-	9%	-	-	-
Securities and Exchange Commission	4,452	4,396	2,773	63%	62%	-	-	-
Small Business Administration	4,312		-	-	-	1,327	-	31%
Social Security Administration	64,168	16,042	13,514	84%	21%	-	-	-

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Tennessee Valley Authority	10,918	10,918	155	1%	1%	-	-	-
Trade and Development Agency	49	44	30	68%	61%	-	-	-
U.S. AbilityOne Commission	24	23	23	100%	96%	-	-	-
U.S. Commission on Civil Rights	35	35	13	37%	37%	-	-	-
U.S. International Trade Commission	390	389	313	80%	80%	-	-	-
Chemical Safety and Hazard Investigation Board	42	38	38	100%	90%	-	-	-
Commodity Futures Trading Commission	763	763	605	79%	79%	-	-	-
Consumer Financial Protection Bureau	1,527	1,527	815	53%	53%	-	-	-
Pension Benefit Guaranty Corporation	953	578	569	98%	60%	-	-	-
Postal Regulatory Commission	74	74	29	39%	39%	-	-	-
U.S. Office of Special Counsel	130	130	110	85%	85%	-	-	-

Agency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Railroad Retirement Board	895	449	243	54%	27%	-	-	-
Broadcasting Board of Governors	1,526	1,438	-	-	-	162	11%	11%

APPENDIX 12. Agency Telework Frequency Data for 2015

Agency	FY 2015							September 2015						
	3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers		
Access Board	2 (7%)	23 (85%)	1 (4%)	-	-			-	-	-	-	-		
Agency for International Development	614 (16%)	699 (18%)	-	611 (16%)	25 (1%)	*	^	-	-	-	-	-		
Appraisal Subcommittee, Federal Financial Institutions Examination Council	5 (38%)	3 (23%)	-	6 (46%)	2 (15%)	*	^	-	-	-	-	-		
Central Intelligence Agency	-	-	-	-	-			-	-	-	-	-		
Consumer Product Safety Commission	120 (22%)	151 (28%)	12 (2%)	25 (5%)	-			-	-	-	-	-		
Court Services and Offender Supervision Agency	163 (14%)	332 (29%)	-	507 (44%)	-			-	-	-	-	-		
Defense Nuclear Facilities Safety Board	4 (4%)	16 (16%)	-	62 (61%)	2 (2%)	*	^	-	-	-	-	-		
Department of Agriculture	6161 (6%)	6078 (6%)	-	18240 (19%)	-			-	-	-	-	-		
Department of Commerce	-	-	-	-	-			3255 (7%)	3974 (8%)	-	-	-		

Agency	FY 2015							September 2015						
	3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers		
Department of Defense	20026 (3%)	32575 (4%)	14109 (2%)	68562 (9%)	290 (0%)			-	-	-	-	-		
Department of Education	-	-	-	-	-			1024 (24%)	523 (12%)	-	1119 (26%)	-		
Department of Energy	-	-	-	3185 (23%)	11 (0%)	*	^	-	-	-	-	-		
Department of Health and Human Services	13535 (16%)	12494 (14%)	-	14469 (17%)	-			-	-	-	-	-		
Department of Homeland Security	8011 (4%)	10379 (6%)	1612 (1%)	9812 (5%)	86 (0%)	*	^	-	-	-	-	-		
Department of Housing and Urban Development	1993 (24%)	1446 (18%)	411 (5%)	1574 (19%)	-			-	-	-	-	-		
Department of Justice	1218 (1%)	2042 (2%)	46 (0%)	2028 (2%)	82 (0%)	*	^	-	-	-	-	-		
Department of Labor	2104 (13%)	3392 (21%)	5323 (33%)	-	-			-	-	-	-	-		
Department of State	845 (3%)	18781 (60%)	-	13441 (43%)	-			-	-	-	-	-		

Agency	FY 2015							September 2015				
	3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers
Department of the Interior	13568 (17%)	17946 (22%)	14778 (18%)	753 (1%)	204 (0%)	*	^	-	-	-	-	-
Department of Transportation	5965 (11%)	7197 (13%)	3687 (7%)	845 (2%)	-			-	-	-	-	-
Department of Treasury	23386 (23%)	7165 (7%)	10205 (10%)	5732 (6%)	189 (0%)	*	^	-	-	-	-	-
Department of Veterans Affairs	10024 (3%)	2858 (1%)	360 (0%)	10093 (3%)	2946 (1%)	*	^	-	-	-	-	-
Election Assistance Commission	4 (14%)	22 (79%)	-	15 (54%)	4 (14%)	*		-	-	-	-	-
Environmental Protection Agency	1551 (10%)	4139 (26%)	1372 (9%)	10101 (65%)	-			-	-	-	-	-
Equal Employment Opportunity Commission	666 (29%)	326 (14%)	821 (36%)	67 (3%)	20 (1%)	*	^	-	-	-	-	-
Executive Office of the President (Science and Technology)	-	2 (7%)	3 (10%)	25 (83%)	-			-	-	-	-	-
Export-Import Bank of the United States	24 (6%)	66 (15%)	41 (9%)	238 (55%)	-			-	-	-	-	-

Agency	FY 2015							September 2015				
	3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers
Farm Credit Administration	131 (44%)	88 (29%)	141 (47%)	260 (87%)	10 (3%)	*	^	-	-	-	-	-
Farm Credit System Insurance Corporation	2 (18%)	5 (45%)	6 (55%)	7 (64%)	-			-	-	-	-	-
Federal Communications Commission	22 (1%)	496 (30%)	-	848 (51%)	-			-	-	-	-	-
Federal Deposit Insurance Corporation	754 (11%)	378 (6%)	53 (1%)	4861 (72%)	-			-	-	-	-	-
Federal Energy Regulatory Commission	577 (39%)	295 (20%)	-	710 (48%)	-			-	-	-	-	-
Federal Housing Finance Agency	-	-	-	146 (26%)	-			-	-	-	-	-
Federal Labor Relations Authority	49 (36%)	40 (29%)	74 (54%)	23 (17%)	42 (31%)	*		-	-	-	-	-
Federal Maritime Commission	3 (2%)	23 (19%)	8 (7%)	25 (20%)	-			-	-	-	-	-
Federal Mediation and Conciliation Service	-	7 (3%)	15 (6%)	30 (13%)	-			-	-	-	-	-

Agency	FY 2015							September 2015					
	3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers	
Federal Mine Safety and Health Review Commission	9 (12%)	20 (27%)	-	40 (53%)	1 (1%)	*	^	-	-	-	-	-	
Federal Retirement Thrift Investment Board	-	-	-	-	-			59 (26%)	22 (10%)	32 (14%)	12 (5%)	-	
Federal Trade Commission	280 (23%)	461 (39%)	-	355 (30%)	-			-	-	-	-	-	
General Services Administration	5378 (48%)	2433 (22%)	317 (3%)	1720 (15%)	274 (2%)	*	^	-	-	-	-	-	
Institute of Museum and Library Services	-	35 (60%)	-	-	-			-	-	-	-	-	
Japan-United States Friendship Commission	-	3 (75%)	-	3 (75%)	3 (75%)	*		-	-	-	-	-	
MACPAC (Medicaid and CHIP Payment and Access Commission)	1 (4%)	-	-	-	-	*		-	-	-	-	-	
Marine Mammal Commission	3 (23%)	1 (8%)	-	3 (23%)	-			-	-	-	-	-	
Merit Systems Protection Board	77 (35%)	24 (11%)	-	36 (16%)	-			-	-	-	-	-	

Agency	FY 2015							September 2015					
	3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers	
Millennium Challenge Corporation	-	51 (19%)	-	135 (49%)	9 (3%)	*		-	-	-	-	-	
National Aeronautics and Space Administration	18 (0%)	34 (0%)	39 (0%)	7996 (44%)	-			-	-	-	-	-	
National Archives and Records Administration	375 (13%)	647 (23%)	487 (17%)	73 (3%)	28 (1%)	*	^	-	-	-	-	-	
National Capital Planning Commission	-	-	-	-	-			-	10 (31%)	-	5 (16%)	-	
National Credit Union Administration	102 (8%)	70 (5%)	22 (2%)	212 (16%)	91 (7%)	*		-	-	-	-	-	
National Endowment for the Arts	15 (9%)	34 (22%)	-	-	1 (1%)	*		-	-	-	-	-	
National Endowment for the Humanities	-	-	-	-	-			31 (20%)	34 (22%)	-	-	1 (1%)	*
National Labor Relations Board	626 (39%)	231 (14%)	771 (48%)	28 (2%)	-			-	-	-	-	-	
National Mediation Board	17 (61%)	11 (39%)	-	5 (18%)	-			-	-	-	-	-	

Agency	FY 2015							September 2015						
	3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers		
National Science Foundation	327 (23%)	250 (17%)	459 (32%)	1046 (72%)	5 (0%)	*	^	-	-	-	-	-		
National Transportation Safety Board	151 (36%)	65 (16%)	-	-	-			-	-	-	-	-		
Nuclear Regulatory Commission	385 (10%)	509 (13%)	-	-	68 (2%)	*	^	-	-	-	-	-		
Nuclear Waste Technical Review Board	1 (9%)	1 (9%)	-	9 (82%)	1 (9%)	*		-	-	-	-	-		
Office of Government Ethics	6 (10%)	14 (22%)	-	24 (38%)	-			-	-	-	-	-		
Office of Management and Budget (EOP)	6 (1%)	18 (4%)	96 (19%)	85 (17%)	-			-	-	-	-	-		
Office of National Drug Control Policy (EOP)	7 (9%)	-	-	54 (68%)	1 (1%)	*	^	-	-	-	-	-		
Office of Navajo and Hopi Indian Relocation	-	-	-	-	-			-	-	-	-	-		
Office of Personnel Management	-	-	-	-	-			1490 (29%)	875 (17%)	-	63 (1%)	-		

Agency	FY 2015							September 2015						
	3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers		
Office of the United States Trade Representative (EOP)	7 (3%)	17 (7%)	-	100 (42%)	-			-	-	-	-	-		
Overseas Private Investment Corporation	53 (20%)	43 (17%)	75 (29%)	17 (7%)	-			-	-	-	-	-		
Patent and Trademark Office	5660 (45%)	4454 (35%)	-	296 (2%)	2043 (16%)	*	^	-	-	-	-	-		
Peace Corps	-	47 (4%)	8 (1%)	41 (4%)	-			-	-	-	-	-		
Securities and Exchange Commission	572 (13%)	772 (17%)	-	1798 (40%)	99 (2%)	*	^	-	-	-	-	-		
Small Business Administration	-	-	-	-	-			172 (4%)	538 (12%)	-	479 (11%)	-		
Social Security Administration	-	-	-	-	-			-	-	-	-	-		
Tennessee Valley Authority	12 (0%)	3 (0%)	-	140 (1%)	-			-	-	-	-	-		
Trade and Development Agency	2 (4%)	-	-	28 (57%)	2 (4%)	*	^	-	-	-	-	-		

Agency	FY 2015							September 2015				
	3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers
U.S. AbilityOne Commission	16 (67%)	1 (4%)	-	21 (88%)	2 (8%)	*	^	-	-	-	-	-
U.S. Commission on Civil Rights	1 (3%)	9 (26%)	-	3 (9%)	1 (3%)	*	^	-	-	-	-	-
U.S. International Trade Commission	15 (4%)	77 (20%)	146 (37%)	75 (19%)	-	*		-	-	-	-	-
Chemical Safety and Hazard Investigation Board	-	10 (24%)	-	28 (67%)	6 (0%)			-	-	-	-	-
Commodity Futures Trading Commission	-	293 (38%)	-	312 (41%)	-			-	-	-	-	-
Consumer Financial Protection Bureau	165 (11%)	325 (21%)	-	326 (21%)	-			-	-	-	-	-
Pension Benefit Guaranty Corporation	174 (18%)	134 (14%)	-	261 (27%)	5 (0%)	*	^	-	-	-	-	-
Postal Regulatory Commission	2 (3%)	27 (36%)	-	46 (62%)	2 (0%)	*		-	-	-	-	-
U.S. Office of Special Counsel	25 (19%)	65 (50%)	30 (23%)	10 (8%)	4 (0%)	*	^	-	-	-	-	-

Agency	FY 2015							September 2015					
	3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers	
Railroad Retirement Board	82 (9%)	47 (5%)	78 (9%)	144 (16%)	1 (0%)		^	-	-	-	-	-	
Broadcasting Board of Governors	-	-	-	-	-			54 (4%)	90 (6%)	16 (1%)	-	-	

Note: Percentage is equal to number of teleworkers divided by total number of employees.

* Indicates that remote workers are included in reported telework totals.

^ Indicates that remote workers include employees whose official duty station has changed to an alternative worksite.

APPENDIX 13. Subagency Telework Participation Data for 2015

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Agriculture	Departmental Administration (DA/DM)	1,832	1,659	944	57%	52%	-	-	-
Department of Agriculture	Farm and Foreign Agriculture Services (FFAS)	5,554	4,668	-	-	-	1,382	30%	25%
Department of Agriculture	Food Safety (FS)	9,468	1,812	1,032	57%	11%	-	-	-
Department of Agriculture	Food, Nutrition and Consumer Services (FNCS)	1,497	1,418	-	-	-	886	62%	59%
Department of Agriculture	Marketing and Regulatory Programs (MRP)	12,724	8,676	3,193	37%	25%	-	-	-
Department of Agriculture	National Appeals Division (NAD)	80	70	-	-	-	58	83%	73%

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Agriculture	Natural Resources and Environment (NRE)	47,952	24,268	-	-	-	17,794	73%	37%
Department of Agriculture	Office of Inspector General (OIG)	504	504	504	100%	100%	-	-	-
Department of Agriculture	Office of the Assistant Secretary for Civil Rights (OASCR)	140	130	80	62%	57%	-	-	-
Department of Agriculture	Research, Education and Economics (REE)	9,557	7,309	-	-	-	1,838	25%	19%
Department of Agriculture	Rural Development (RD)	5,033	3,580	3,353	94%	67%	-	-	-
Department of Commerce	Bureau of Economic Analysis	464	-	-	-	-	426	-	92%
Department of Commerce	Bureau of Industry and Security	364	364	-	-	-	50	14%	14%

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Commerce	Economic Development Administration (EDA)	174	174	-	-	-	74	43%	43%
Department of Commerce	Economics and Statistics Administration (ESA)	32	32	-	-	-	14	44%	44%
Department of Commerce	International Trade Administration (ITA)	1,425	1,425	-	-	-	398	28%	28%
Department of Commerce	Minority Business Development Agency (MBDA)	56	56	-	-	-	19	34%	34%
Department of Commerce	National Institute of Standards and Technology (NIST)	3,376	2,836	-	-	-	651	23%	19%
Department of Commerce	National Oceanic and Atmospheric Administration (NOAA)	11,530	4,972	-	-	-	2,348	47%	20%

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Commerce	National Technical Information Service (NTIS)	97	-	-	-	-	52	-	54%
Department of Commerce	National Telecommunications and Information Administration (NTIA)	428	413	-	-	-	142	34%	33%
Department of Commerce	Office of the Inspector General	163	163	-	-	-	89	55%	55%
Department of Commerce	Office of the Secretary	818	818	-	-	-	237	29%	29%
Department of Commerce	U.S. Census Bureau	15,824	7,821	-	-	-	2,705	35%	17%
Department of Defense	Department of Air Force	145,118	60,561	6,935	11%	5%	-	-	-
Department of Defense	Department of Army	226,541	109,865	21,293	19%	9%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Defense	Department of Navy	203,267	92,790	32,188	35%	16%	-	-	-
Department of Defense	Other Department of Defense	183,258	111,819	49,602	44%	27%	-	-	-
Department of Education	Advisory Councils and Committees (EY)	22	-	-	-	-	2	-	9%
Department of Education	Edet-Office of English Language Acquisition (ET)	18	-	-	-	-	11	-	61%
Department of Education	Federal Student Aid (EN)	1,311	1,208	-	-	-	916	76%	70%
Department of Education	Imm Office of Sec of Education (EA)	103	78	-	-	-	22	28%	21%
Department of Education	Institute of Education Sciences (ER)	189	173	-	-	-	110	64%	58%
Department of Education	National Assessment Governing Board (EZ)	26	35	-	-	-	6	17%	23%

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Education	Office For Civil Rights (EC)	566	528	-	-	-	289	55%	51%
Department of Education	Office of Career, Technical, and Adult Education	66	82	-	-	-	43	52%	65%
Department of Education	Office of Communications and Outreach (EO)	121	105	-	-	-	33	31%	27%
Department of Education	Office of Elem and Sec Ed (ES)	248	267	-	-	-	116	43%	47%
Department of Education	Office of Innovation and Improvement (EU)	99	84	-	-	-	47	56%	47%
Department of Education	Office of Inspector General (EF)	232	286	-	-	-	113	40%	49%
Department of Education	Office of Legislation and Congressional Affairs (EJ)	20	13	-	-	-	1	8%	5%

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Education	Office of Management (EM)	202	179	-	-	-	150	84%	74%
Department of Education	Office of Planning, Evaluation and Policy Develop (ED)	104	113	-	-	-	27	24%	26%
Department of Education	Office of Postsecondary Education (EP)	191	242	-	-	-	96	40%	50%
Department of Education	Office of Spec Ed and Rehab Serv (EH)	211	265	-	-	-	147	55%	70%
Department of Education	Office of The Chief Financial Officer (EL)	182	166	-	-	-	102	61%	56%
Department of Education	Office of The Chief Information Officer (EI)	127	131	-	-	-	83	63%	65%
Department of Education	Office of The Deputy Secretary of Education (EB)	41	66	-	-	-	23	35%	56%

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Education	Office of The General Counsel (EG)	113	102	-	-	-	41	40%	36%
Department of Education	Office of The Under Secretary (EE)	66	32	-	-	-	7	22%	11%
Department of Energy	Bonneville Power Administration	2,921	2,136	1,338	63%	46%	-	-	-
Department of Energy	National Nuclear Security Administration	2,133	2,132	537	25%	25%	-	-	-
Department of Energy	Other Department of Energy	8,579	8,500	3,680	43%	43%	-	-	-
Department of Health and Human Services	Administration for Children and Families	1,256	1,243	620	50%	49%	-	-	-
Department of Health and Human Services	Administration on Community Living	199	191	127	66%	64%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Health and Human Services	Agency for Health Care Research and Quality	298	284	257	90%	86%	-	-	-
Department of Health and Human Services	Centers for Disease Control and Prevention	11,743	9,275	5,769	62%	49%	-	-	-
Department of Health and Human Services	Centers for Medicare and Medicaid Services	6,213	6,213	3,022	49%	49%	-	-	-
Department of Health and Human Services	Food and Drug Administration	17,000	12,234	9,678	79%	57%	-	-	-
Department of Health and Human Services	Health Resources and Services Administration	1,965	1,692	1,141	67%	58%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Health and Human Services	Indian Health Service	15,248	979	191	20%	1%	-	-	-
Department of Health and Human Services	Office of the Inspector General	1,571	1,563	1,110	71%	71%	-	-	-
Department of Health and Human Services	Office of the Secretary	1,571	1,563	1,110	71%	71%	-	-	-
Department of Health and Human Services	Program Support Center	504	425	370	87%	73%	-	-	-
Department of Health and Human Services	Substance Abuse and Mental Health Services Administration	628	554	346	62%	55%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Homeland Security	DHS Headquarters	3,603	3,150	2,623	83%	73%	-	-	-
Department of Homeland Security	Federal Emergency Management Agency	13,706	10,280	6,247	61%	46%	-	-	-
Department of Homeland Security	Federal Law Enforcement Training Center	1,203	115	94	82%	8%	-	-	-
Department of Homeland Security	National Protection and Programs Directorate	3,030	2,786	1,463	53%	48%	-	-	-
Department of Homeland Security	Office of the Inspector General	661	640	478	75%	72%	-	-	-
Department of Homeland Security	Transportation Security Administration	58,926	5,893	3,465	59%	6%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Homeland Security	US Citizenship and Immigration Services	13,954	11,666	5,836	50%	42%	-	-	-
Department of Homeland Security	US Coast Guard	8,417	6,665	1,992	30%	24%	-	-	-
Department of Homeland Security	US Customs and Border Protection	59,564	10,695	3,616	34%	6%	-	-	-
Department of Homeland Security	US Immigration and Customs Enforcement	18,939	3,020	2,714	90%	14%	-	-	-
Department of Homeland Security	US Secret Service	6,314	1,112	47	4%	1%	-	-	-
Department of Justice	Alcohol, Tobacco, Firearms and Explosives	5,024	1,986	1,352	68%	27%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Justice	Antitrust Division	697	657	264	40%	38%	-	-	-
Department of Justice	Civil Division	1,391	1,050	160	15%	12%	-	-	-
Department of Justice	Civil Rights Division	620	606	463	76%	75%	-	-	-
Department of Justice	Criminal Division	930	-	300	-	32%	-	-	-
Department of Justice	Drug Enforcement Administration	9,049	2,818	302	11%	3%	-	-	-
Department of Justice	Environment and Natural Resources Division	629	451	350	78%	56%	-	-	-
Department of Justice	Exec Office of the US Attorneys	11,043	-	-	-	-	392	-	4%
Department of Justice	Executive Office for Immigration Review	1,377	299	174	58%	13%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Justice	Federal Bureau of Investigation	35,383	18,336	86	0%	0%	-	-	-
Department of Justice	Federal Bureau of Prisons	39,396	2,592	702	27%	2%	-	-	-
Department of Justice	Justice Management Division/Offices Boards and Divisions	1,891	1,159	851	73%	45%	-	-	-
Department of Justice	Office of Justice Programs	675	661	620	94%	92%	-	-	-
Department of Justice	Office of the Inspector General	456	452	-	-	-	200	44%	44%
Department of Justice	Tax Division	485	483	-	-	-	-	-	-
Department of Justice	US Marshals Service	5,383	1,380	143	10%	3%	-	-	-
Department of Justice	US Trustee Program	1,114	1,096	425	39%	38%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Labor	Adjudicatory Boards	114	114	98	86%	86%	-	-	-
Department of Labor	Bureau of International Labor Affairs (ILAB)	113	109	96	88%	85%	-	-	-
Department of Labor	Bureau of Labor Statistics (BLS)	2,398	2,360	1,909	81%	80%	-	-	-
Department of Labor	Employee Benefits Security Administration (EBSA)	978	924	665	72%	68%	-	-	-
Department of Labor	Employment and Training Administration (ETA)	1,099	1,010	923	91%	84%	-	-	-
Department of Labor	Mine Safety and Health Administration (MSHA)	2,281	2,225	413	19%	18%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Labor	Occupational Safety and Health Administration (OSHA)	2,118	1,936	1,523	79%	72%	-	-	-
Department of Labor	Office of Administrative Law Judges (OALJ)	144	99	41	41%	28%	-	-	-
Department of Labor	Office of Congressional and Intergovernmental Affairs (OCIA)	27	19	0	0%	0%	-	-	-
Department of Labor	Office of Disability Employment Policy (ODEP)	51	50	50	100%	98%	-	-	-
Department of Labor	Office of Federal Contract Compliance Programs (OFCCP)	613	610	519	85%	85%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Labor	Office of Labor-Management Standards (OLMS)	207	177	151	85%	73%	-	-	-
Department of Labor	Office of Public Affairs (OPA)	58	58	58	100%	100%	-	-	-
Department of Labor	Office of the Assistant Secretary for Administration and Management (OASAM)	791	737	677	92%	86%	-	-	-
Department of Labor	Office of the Assistant Secretary for Policy (ASP)	38	35	28	80%	74%	-	-	-
Department of Labor	Office of the Chief Financial Officer (OCFO)	96	96	91	95%	95%	-	-	-
Department of Labor	Office of the Inspector General (OIG)	367	367	303	83%	83%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Labor	Office of the Secretary (OSEC)	70	58	53	91%	76%	-	-	-
Department of Labor	Office Of The Solicitor	730	672	583	87%	80%	-	-	-
Department of Labor	Office of Workers' Compensation Programs (OWCP)	1,541	1,272	1,149	90%	75%	-	-	-
Department of Labor	Veterans Employment and Training Services (VETS)	234	225	214	95%	91%	-	-	-
Department of Labor	Wage and Hour Division (WHD)	1,810	1,794	1,230	69%	68%	-	-	-
Department of Labor	Women's Bureau (WB)	51	49	45	92%	88%	-	-	-
Department of State	International Boundary Commission: United States and Canada	7	6	2	33%	29%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of State	International Boundary and Water Commission: United States and Mexico	236	55	55	100%	23%	-	-	-
Department of State	International Joint Commission: United States and Canada	15	14	14	100%	93%	-	-	-
Department of the Interior	Bureau of Indian Affairs	4,737	1,834	402	22%	8%	-	-	-
Department of the Interior	Bureau of Land Management	12,212	10,632	1,751	16%	14%	-	-	-
Department of the Interior	Bureau of Ocean Energy Management	612	603	346	57%	57%	-	-	-
Department of the Interior	Bureau of Reclamation	5,797	5,408	1,453	27%	25%	-	-	-
Department of the Interior	Bureau of Safety and Environmental Enforcement	894	860	389	45%	44%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of the Interior	Fish and Wildlife Service	10,450	10,007	2,847	28%	27%	-	-	-
Department of the Interior	National Park Service	29,116	13,684	3,126	23%	11%	-	-	-
Department of the Interior	Office Natural Resource Revenue	681	681	499	73%	73%	-	-	-
Department of the Interior	Office Of Indian Ed Programs	3,870	85	6	7%	0%	-	-	-
Department of the Interior	Office Of Surface Mining, Reclamation & Enforcement	483	478	293	61%	61%	-	-	-
Department of the Interior	Office Of The Inspector General	286	286	242	85%	85%	-	-	-
Department of the Interior	Office Of The Sec, IBC	966	941	488	52%	51%	-	-	-
Department of the Interior	Office Of The Secretary Of The Interior	1,472	1,416	915	65%	62%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of the Interior	Office Of The Solicitor	446	437	291	67%	65%	-	-	-
Department of the Interior	Office of the Special Trustee	616	489	185	38%	30%	-	-	-
Department of the Interior	Office of, Asst Sec Indian Affairs	234	222	97	44%	41%	-	-	-
Department of the Interior	U.S. Geological Survey	9,305	8,749	3,379	39%	36%	-	-	-
Department of Transportation	Federal Aviation Administration	45,051	14,893	10,961	74%	24%	-	-	-
Department of Transportation	Federal Highway Administration	2,740	2,488	2,280	92%	83%	-	-	-
Department of Transportation	Federal Motor Carrier Safety Administration	1,139	915	544	59%	48%	-	-	-
Department of Transportation	Federal Railroad Administration	873	873	713	82%	82%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Transportation	Federal Transit Administration	556	546	471	86%	85%	-	-	-
Department of Transportation	Maritime Administration	793	594	319	54%	40%	-	-	-
Department of Transportation	National Highway Traffic Safety Administration	558	556	488	88%	87%	-	-	-
Department of Transportation	Office of Inspector General	411	388	368	95%	90%	-	-	-
Department of Transportation	Office of Secretary of Transportation	730	638	551	86%	75%	-	-	-
Department of Transportation	Pipeline/Hazardous Materials Safety Administration	473	473	393	83%	83%	-	-	-
Department of Transportation	St. Lawrence Seaway Dev Corp	130	25	20	80%	15%	-	-	-
Department of Transportation	Surface Transportation Board	145	123	114	93%	79%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Treasury	Bureau of Engraving & Printing (BEP)	1,885	492	408	83%	22%	-	-	-
Department of Treasury	Bureau of the Fiscal Service (BFS)	3,414	2,569	2,049	80%	60%	-	-	-
Department of Treasury	Departmental Offices	2,036	1,165	1,317	113%	65%	-	-	-
Department of Treasury	Financial Crimes Enforcement Network (FinCEN)	279	279	167	60%	60%	-	-	-
Department of Treasury	Internal Revenue Service (IRS)	84,009	42,398	37,738	89%	45%	-	-	-
Department of Treasury	Office of Inspector General (OIG)	161	142	140	99%	87%	-	-	-
Department of Treasury	Office of The Comptroller of The Currency (OCC)	3,853	3,833	3,364	88%	87%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Treasury	Special Inspector General, Troubled Asset Relief Program (SIGTARP)	149	149	113	76%	76%	-	-	-
Department of Treasury	The Alcohol and Tobacco Tax and Trade Bureau (TTB)	468	433	435	100%	93%	-	-	-
Department of Treasury	Treasury Inspector General for Tax Administration (TIGTA)	785	752	673	89%	86%	-	-	-
Department of Treasury	U.S. Mint	1,720	630	301	48%	18%	-	-	-
Department of Transportation	Research and Innovative Technology Administration (RITA)	712	711	472	66%	66%	-	-	-

Department	Subagency	Number of employees	Number eligible	Number of employees teleworking in FY 2015	Percentage of eligible employees teleworking in FY 2015	Percentage of employees teleworking in FY 2015	Number of employees teleworking in Sept. 2015	Percentage of all eligible employees teleworking in Sept. 2015	Percentage of employees teleworking in Sept. 2015
Department of Agriculture	Office of the Chief Financial Officer (OCFO)	1,586	1,443	754	52%	48%	-	-	-
Department of Agriculture	Office of the General Counsel (OGC)	252	249	189	76%	75%	-	-	-
Department of Treasury	Chief Counsel	2,108	1,689	1,518	90%	72%	-	-	-

APPENDIX 14. Subagency Telework Frequency Data for 2015

Department	Subagency	FY 2015					September 2015				
		3 or more days	1-2 days	Once a month	Situational	Remote workers	3 or more days	1-2 days	Once a month	Situational	Remote workers
Department of Agriculture	Departmental Administration (DA/DM)	286 (16%)	206 (11%)	5 (0%)	295 (16%)	-	-	-	-	-	-
Department of Agriculture	Farm and Foreign Agriculture Services (FFAS)	-	-	-	-	-	284 (5%)	455 (8%)	-	566 (10%)	-
Department of Agriculture	Food Safety (FS)	152 (2%)	234 (2%)	-	316 (3%)	-	-	-	-	-	-
Department of Agriculture	Food, Nutrition and Consumer Services (FNCS)	-	-	-	-	-	46 (3%)	37 (2%)	-	1 (0%)	-
Department of Agriculture	Marketing and Regulatory Programs (MRP)	1243 (10%)	1103 (9%)	183 (1%)	664 (5%)	-	-	-	-	-	-
Department of Agriculture	National Appeals Division (NAD)	-	-	-	-	-	42 (53%)	12 (15%)	10 (13%)	6 (8%)	-
Department of Agriculture	Natural Resources and Environment (NRE)	-	-	-	-	-	1373 (3%)	2712 (6%)	-	13634 (28%)	-

Department	Subagency	FY 2015							September 2015						
		3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers		
Department of Agriculture	Office of Inspector General (OIG)	89 (18%)	23 (5%)	-	336 (67%)	448 (89%)			-	-	-	-	-		
Department of Agriculture	Office of the Assistant Secretary for Civil Rights (OASCR)	26 (19%)	26 (19%)	-	28 (20%)	1 (1%)	*	^	-	-	-	-	-		
Department of Agriculture	Research, Education and Economics (REE)	-	-	-	-	-			564 (6%)	551 (6%)	-	648 (7%)	-		
Department of Agriculture	Rural Development (RD)	483 (10%)	584 (12%)	-	567 (11%)	-			-	-	-	-	-		
Department of Commerce	Bureau of Economic Analysis	-	-	-	-	-			240 (52%)	186 (40%)	-	-	457 (98%)		
Department of Commerce	Bureau of Industry and Security	-	-	-	-	-			1 (0%)	49 (13%)	-	-	-		
Department of Commerce	Economic Development Administration (EDA)	-	-	-	-	-			48 (28%)	27 (16%)	-	-	-		

Department	Subagency	FY 2015					September 2015				
		3 or more days	1-2 days	Once a month	Situational	Remote workers	3 or more days	1-2 days	Once a month	Situational	Remote workers
Department of Commerce	Economics and Statistics Administration (ESA)	-	-	-	-	-	7 (22%)	7 (22%)	-	-	-
Department of Commerce	International Trade Administration (ITA)	-	-	-	-	-	178 (12%)	220 (15%)	-	-	-
Department of Commerce	Minority Business Development Agency (MBDA)	-	-	-	-	-	9 (16%)	10 (18%)	-	-	-
Department of Commerce	National Institute of Standards and Technology (NIST)	-	-	-	-	-	270 (8%)	381 (11%)	-	-	-
Department of Commerce	National Oceanic and Atmospheric Administration (NOAA)	-	-	-	-	-	1093 (9%)	1423 (12%)	-	-	-
Department of Commerce	National Technical Information Service (NTIS)	-	-	-	-	-	18 (19%)	34 (35%)	-	-	-

Department	Subagency	FY 2015					September 2015				
		3 or more days	1-2 days	Once a month	Situational	Remote workers	3 or more days	1-2 days	Once a month	Situational	Remote workers
Department of Commerce	National Telecommunications and Information Administration (NTIA)	-	-	-	-	-	66 (15%)	76 (18%)	-	-	-
Department of Commerce	Office of the Inspector General	-	-	-	-	-	23 (14%)	66 (40%)	-	-	-
Department of Commerce	Office of the Secretary	-	-	-	-	-	75 (9%)	162 (20%)	-	-	-
Department of Commerce	U.S. Census Bureau	-	-	-	-	-	1331 (8%)	1374 (9%)	-	-	-
Department of Defense	Department of Air Force	455 (0%)	1115 (1%)	-	4432 (3%)	-	-	-	-	-	-
Department of Defense	Department of Army	988 (0%)	3773 (2%)	-	17171 (8%)	-	-	-	-	-	-
Department of Defense	Department of Navy	4251 (2%)	11940 (6%)	2576 (1%)	20324 (10%)	105 (0%)	-	-	-	-	-
Department of Defense	Other Department of Defense	14332 (8%)	15747 (9%)	8957 (5%)	26635 (15%)	290 (0%)	-	-	-	-	-

Department	Subagency	FY 2015					September 2015				
		3 or more days	1-2 days	Once a month	Situational	Remote workers	3 or more days	1-2 days	Once a month	Situational	Remote workers
Department of Education	Advisory Councils and Committees (EY)	-	-	-	-	-	-	-	-	2 (9%)	-
Department of Education	Edet-Office of English Language Acquisition (ET)	-	-	-	-	-	2 (11%)	8 (44%)	-	2 (11%)	-
Department of Education	Federal Student Aid (EN)	-	-	-	-	-	169 (13%)	363 (28%)	-	491 (37%)	-
Department of Education	Imm Office of Sec of Education (EA)	-	-	-	-	-	4 (4%)	6 (6%)	-	14 (14%)	-
Department of Education	Institute of Education Sciences (ER)	-	-	-	-	-	14 (7%)	47 (25%)	-	58 (31%)	-
Department of Education	National Assessment Governing Board (EZ)	-	-	-	-	-	-	4 (15%)	-	2 (8%)	-
Department of Education	Office For Civil Rights (EC)	-	-	-	-	-	49 (9%)	115 (20%)	-	170 (30%)	-

Department	Subagency	FY 2015					September 2015				
		3 or more days	1-2 days	Once a month	Situational	Remote workers	3 or more days	1-2 days	Once a month	Situational	Remote workers
Department of Education	Office of Career, Technical, and Adult Education	-	-	-	-	-	4 (6%)	11 (17%)	-	14 (21%)	-
Department of Education	Office of Communications and Outreach (EO)	-	-	-	-	-	10 (8%)	13 (11%)	-	14 (12%)	-
Department of Education	Office of Elem and Sec Ed (ES)	-	-	-	-	-	22 (9%)	53 (21%)	-	50 (20%)	-
Department of Education	Office of Innovation and Improvement (EU)	-	-	-	-	-	10 (10%)	28 (28%)	-	17 (17%)	-
Department of Education	Office of Inspector General (EF)	-	-	-	-	-	38 (16%)	30 (13%)	-	52 (22%)	-
Department of Education	Office of Legislation and Congressional Affairs (EJ)	-	-	-	-	-	-	-	-	1 (5%)	-
Department of Education	Office of Management (EM)	-	-	-	-	-	50 (25%)	85 (42%)	-	38 (19%)	-

Department	Subagency	FY 2015						September 2015					
		3 or more days	1-2 days	Once a month	Situational	Remote workers		3 or more days	1-2 days	Once a month	Situational	Remote workers	
Department of Education	Office of Planning, Evaluation and Policy Develop (ED)	-	-	-	-	-		-	-	-	-	-	
Department of Education	Office of Postsecondary Education (EP)	-	-	-	-	-		30 (16%)	57 (30%)	-	20 (10%)	-	
Department of Education	Office of Spec Ed and Rehab Serv (EH)	-	-	-	-	-		56 (27%)	71 (34%)	-	29 (14%)	-	
Department of Education	Office of The Chief Financial Officer (EL)	-	-	-	-	-		19 (10%)	47 (26%)	-	48 (26%)	-	
Department of Education	Office of The Chief Information Officer (EI)	-	-	-	-	-		20 (16%)	43 (34%)	-	38 (30%)	-	
Department of Education	Office of The Deputy Secretary of Education (EB)	-	-	-	-	-		4 (10%)	9 (22%)	-	14 (34%)	-	
Department of Education	Office of The General Counsel (EG)	-	-	-	-	-		6 (5%)	19 (17%)	-	21 (19%)	-	

Department	Subagency	FY 2015							September 2015						
		3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers		
Department of Education	Office of The Under Secretary (EE)	-	-	-	-	-			2 (3%)	3 (5%)	-	2 (3%)	-		
Department of Energy	Bonneville Power Administration	-	-	-	1030 (35%)	1 (0%)	*	^	-	-	-	-	-		
Department of Energy	National Nuclear Security Administration	-	-	-	271 (13%)	1 (0%)	*	^	-	-	-	-	-		
Department of Energy	Other Department of Energy	-	-	-	1884 (22%)	9 (0%)	*	^	-	-	-	-	-		
Department of Health and Human Services	Administration for Children and Families	318 (25%)	302 (24%)	-	530 (42%)	-			-	-	-	-	-		
Department of Health and Human Services	Administration on Community Living	40 (20%)	44 (22%)	-	43 (22%)	-			-	-	-	-	-		
Department of Health and Human Services	Agency for Health Care Research and Quality	86 (29%)	70 (23%)	-	95 (32%)	-			-	-	-	-	-		

Department	Subagency	FY 2015					September 2015				
		3 or more days	1-2 days	Once a month	Situational	Remote workers	3 or more days	1-2 days	Once a month	Situational	Remote workers
Department of Health and Human Services	Centers for Disease Control and Prevention	3075 (26%)	2694 (23%)	-	942 (8%)	-	-	-	-	-	-
Department of Health and Human Services	Centers for Medicare and Medicaid Services	1961 (32%)	1059 (17%)	-	2248 (36%)	-	-	-	-	-	-
Department of Health and Human Services	Food and Drug Administration	4402 (26%)	2883 (17%)	-	2982 (18%)	-	-	-	-	-	-
Department of Health and Human Services	Health Resources and Services Administration	475 (24%)	578 (29%)	-	545 (28%)	-	-	-	-	-	-
Department of Health and Human Services	Indian Health Service	122 (1%)	244 (2%)	-	16 (0%)	-	-	-	-	-	-
Department of Health and Human Services	National Institutes of Health	1609 (8%)	3282 (17%)	-	5561 (29%)	-	-	-	-	-	-
Department of Health and Human Services	Office of the Inspector General	461 (29%)	250 (16%)	-	399 (25%)	-	-	-	-	-	-

Department	Subagency	FY 2015							September 2015						
		3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers		
Department of Health and Human Services	Office of the Secretary	461 (29%)	250 (16%)	-	399 (25%)	-			-	-	-	-	-		
Department of Health and Human Services	Program Support Center	137 (27%)	136 (27%)	-	97 (19%)	-			-	-	-	-	-		
Department of Health and Human Services	Substance Abuse and Mental Health Services Administration	79 (13%)	164 (26%)	-	101 (16%)	-			-	-	-	-	-		
Department of Homeland Security	DHS Headquarters	673 (19%)	846 (23%)	179 (5%)	921 (26%)	4 (0%)	*	^	-	-	-	-	-		
Department of Homeland Security	Federal Emergency Management Agency	2170 (16%)	1969 (14%)	377 (3%)	1707 (12%)	24 (0%)	*	^	-	-	-	-	-		
Department of Homeland Security	Federal Law Enforcement Training Center	9 (1%)	23 (2%)	8 (1%)	54 (4%)	-	*	^	-	-	-	-	-		

Department	Subagency	FY 2015							September 2015						
		3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers		
Department of Homeland Security	National Protection and Programs Directorate	484 (16%)	510 (17%)	85 (3%)	384 (13%)	-	*	^	-	-	-	-	-		
Department of Homeland Security	Office of the Inspector General	241 (36%)	132 (20%)	20 (3%)	84 (13%)	1 (0%)	*	^	-	-	-	-	-		
Department of Homeland Security	Transportation Security Administration	548 (1%)	1043 (2%)	279 (0%)	1585 (3%)	10 (0%)	*	^	-	-	-	-	-		
Department of Homeland Security	US Citizenship and Immigration Services	2389 (17%)	1610 (12%)	319 (2%)	1479 (11%)	39 (0%)	*	^	-	-	-	-	-		
Department of Homeland Security	US Coast Guard	504 (6%)	829 (10%)	123 (1%)	532 (6%)	4 (0%)			-	-	-	-	-		
Department of Homeland Security	US Customs and Border Protection	604 (1%)	2550 (4%)	-	1787 (3%)	-			-	-	-	-	-		
Department of Homeland Security	US Immigration and Customs Enforcement	385 (2%)	858 (5%)	220 (1%)	1247 (7%)	4 (0%)	*	^	-	-	-	-	-		

Department	Subagency	FY 2015							September 2015						
		3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers		
Department of Homeland Security	US Secret Service	4 (0%)	9 (0%)	2 (0%)	32 (1%)	-	*	^	-	-	-	-	-		
Department of Justice	Alcohol, Tobacco, Firearms and Explosives	412 (8%)	377 (8%)	-	560 (11%)	-			-	-	-	-	-		
Department of Justice	Antitrust Division	12 (2%)	41 (6%)	-	211 (30%)	1 (0%)	*	^	-	-	-	-	-		
Department of Justice	Civil Division	-	81 (6%)	-	110 (8%)	15 (1%)	*	^	-	-	-	-	-		
Department of Justice	Civil Rights Division	2 (0%)	126 (20%)	-	335 (54%)	-			-	-	-	-	-		
Department of Justice	Criminal Division	13 (1%)	22 (2%)	-	265 (28%)	13 (1%)	*	^	-	-	-	-	-		
Department of Justice	Drug Enforcement Administration	57 (1%)	140 (2%)	-	173 (2%)	5 (0%)	*	^	-	-	-	-	-		
Department of Justice	Environment and Natural Resources Division	-	18 (3%)	-	232 (37%)	-			-	-	-	-	-		

Department	Subagency	FY 2015							September 2015						
		3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers		
Department of Justice	Exec Office of the US Attorneys	-	-	-	-	-			12 (0%)	92 (1%)	-	288 (3%)	13 (0%)		
Department of Justice	Executive Office for Immigration Review	104 (8%)	56 (4%)	14 (1%)	-	2 (0%)	*	^	-	-	-	-	-		
Department of Justice	Federal Bureau of Investigation	7 (0%)	16 (0%)	13 (0%)	48 (0%)	-			-	-	-	-	-		
Department of Justice	Federal Bureau of Prisons	218 (1%)	463 (1%)	-	21 (0%)	-			-	-	-	-	-		
Department of Justice	Justice Management Division/Offices Boards and Divisions	-	-	-	-	23 (1%)	*	^	-	-	-	-	-		
Department of Justice	Office of Justice Programs	326 (48%)	275 (41%)	19 (3%)	-	10 (1%)	*	^	-	-	-	-	-		
Department of Justice	Office of the Inspector General	-	-	-	-	-			93 (20%)	36 (8%)	69 (15%)	-	-		
Department of Justice	Tax Division	-	-	-	-	-			-	-	-	-	-		
Department of Justice	US Marshals Service	20 (0%)	58 (1%)	-	64 (1%)	-			-	-	-	-	-		

Department	Subagency	FY 2015					September 2015				
		3 or more days	1-2 days	Once a month	Situational	Remote workers	3 or more days	1-2 days	Once a month	Situational	Remote workers
Department of Justice	US Trustee Program	47 (4%)	369 (33%)	-	9 (1%)	-	-	-	-	-	-
Department of Labor	Adjudicatory Boards	28 (25%)	32 (28%)	38 (33%)	-	-	-	-	-	-	-
Department of Labor	Bureau of International Labor Affairs (ILAB)	4 (4%)	30 (27%)	62 (55%)	-	-	-	-	-	-	-
Department of Labor	Bureau of Labor Statistics (BLS)	438 (18%)	756 (32%)	715 (30%)	-	-	-	-	-	-	-
Department of Labor	Employee Benefits Security Administration (EBSA)	84 (9%)	174 (18%)	407 (42%)	-	-	-	-	-	-	-
Department of Labor	Employment and Training Administration (ETA)	253 (23%)	292 (27%)	378 (34%)	-	-	-	-	-	-	-
Department of Labor	Mine Safety and Health Administration (MSHA)	24 (1%)	85 (4%)	304 (13%)	-	-	-	-	-	-	-

Department	Subagency	FY 2015					September 2015				
		3 or more days	1-2 days	Once a month	Situational	Remote workers	3 or more days	1-2 days	Once a month	Situational	Remote workers
Department of Labor	Occupational Safety and Health Administration (OSHA)	181 (9%)	418 (20%)	924 (44%)	-	-	-	-	-	-	-
Department of Labor	Office of Administrative Law Judges (OALJ)	5 (3%)	17 (12%)	19 (13%)	-	-	-	-	-	-	-
Department of Labor	Office of Congressional and Intergovernmental Affairs (OCIA)	-	-	-	-	-	-	-	-	-	-
Department of Labor	Office of Disability Employment Policy (ODEP)	9 (18%)	14 (27%)	27 (53%)	-	-	-	-	-	-	-
Department of Labor	Office of Federal Contract Compliance Programs (OFCCP)	166 (27%)	149 (24%)	204 (33%)	-	-	-	-	-	-	-
Department of Labor	Office of Labor-Management Standards (OLMS)	33 (16%)	39 (19%)	79 (38%)	-	-	-	-	-	-	-

Department	Subagency	FY 2015					September 2015				
		3 or more days	1-2 days	Once a month	Situational	Remote workers	3 or more days	1-2 days	Once a month	Situational	Remote workers
Department of Labor	Office of Public Affairs (OPA)	7 (12%)	11 (19%)	40 (69%)	-	-	-	-	-	-	-
Department of Labor	Office of the Assistant Secretary for Administration and Management (OASAM)	99 (13%)	251 (32%)	327 (41%)	-	-	-	-	-	-	-
Department of Labor	Office of the Assistant Secretary for Policy (ASP)	-	2 (5%)	26 (68%)	-	-	-	-	-	-	-
Department of Labor	Office of the Chief Financial Officer (OCFO)	17 (18%)	22 (23%)	52 (54%)	-	-	-	-	-	-	-
Department of Labor	Office of the Inspector General (OIG)	76 (21%)	65 (18%)	162 (44%)	-	-	-	-	-	-	-
Department of Labor	Office of the Secretary (OSEC)	-	1 (1%)	52 (74%)	-	-	-	-	-	-	-
Department of Labor	Office Of The Solicitor	49 (7%)	160 (22%)	374 (51%)	-	-	-	-	-	-	-

Department	Subagency	FY 2015						September 2015					
		3 or more days	1-2 days	Once a month	Situational	Remote workers		3 or more days	1-2 days	Once a month	Situational	Remote workers	
Department of Labor	Office of Workers' Compensation Programs (OWCP)	373 (24%)	476 (31%)	300 (19%)	-	-		-	-	-	-	-	
Department of Labor	Veterans Employment and Training Services (VETS)	20 (9%)	77 (33%)	117 (50%)	-	-		-	-	-	-	-	
Department of Labor	Wage and Hour Division (WHD)	229 (13%)	308 (17%)	693 (38%)	-	-		-	-	-	-	-	
Department of Labor	Women's Bureau (WB)	23 (45%)	13 (25%)	9 (18%)	-	-		-	-	-	-	-	
Department of State	International Boundary Commission: United States and Canada	-	-	-	2 (29%)	2 (29%)	*	-	-	-	-	-	
Department of State	International Boundary and Water Commission: United States and Mexico	4 (2%)	1 (0%)	-	50 (21%)	5 (2%)		-	-	-	-	-	

Department	Subagency	FY 2015							September 2015					
		3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers
Department of State	International Joint Commission: United States and Canada	8 (53%)	1 (7%)	5 (33%)	6 (40%)	4 (27%)	*		-	-	-	-	-
Department of the Interior	Bureau of Indian Affairs	273 (6%)	488 (10%)	359 (8%)	8 (0%)	-			-	-	-	-	-
Department of the Interior	Bureau of Land Management	1371 (11%)	1901 (16%)	1515 (12%)	105 (1%)	-			-	-	-	-	-
Department of the Interior	Bureau of Ocean Energy Management	297 (49%)	345 (56%)	295 (48%)	9 (1%)	22 (4%)	^		-	-	-	-	-
Department of the Interior	Bureau of Reclamation	1076 (19%)	1678 (29%)	1305 (23%)	213 (4%)	-			-	-	-	-	-
Department of the Interior	Bureau of Safety and Environmental Enforcement	338 (38%)	378 (42%)	332 (37%)	10 (1%)	7 (1%)	^		-	-	-	-	-
Department of the Interior	Fish and Wildlife Service	2334 (22%)	3023 (29%)	2511 (24%)	52 (0%)	2 (0%)	*	^	-	-	-	-	-
Department of the Interior	National Park Service	2490 (9%)	3406 (12%)	2761 (9%)	71 (0%)	-			-	-	-	-	-

Department	Subagency	FY 2015							September 2015						
		3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers		
Department of the Interior	Office Natural Resource Revenue	456 (67%)	463 (68%)	417 (61%)	1 (0%)	-			-	-	-	-	-		
Department of the Interior	Office Of Indian Ed Programs	3 (0%)	4 (0%)	3 (0%)	-	-			-	-	-	-	-		
Department of the Interior	Office Of Surface Mining, Reclamation & Enforcement	250 (52%)	304 (63%)	263 (54%)	2 (0%)	26 (5%)	*	^	-	-	-	-	-		
Department of the Interior	Office Of The Inspector General	222 (78%)	234 (82%)	213 (74%)	-	7 (2%)		^	-	-	-	-	-		
Department of the Interior	Office Of The Sec, IBC	456 (47%)	463 (48%)	417 (43%)	1 (0%)	9 (1%)	*	^	-	-	-	-	-		
Department of the Interior	Office Of The Secretary Of The Interior	820 (56%)	909 (62%)	814 (55%)	64 (4%)	24 (2%)		^	-	-	-	-	-		
Department of the Interior	Office Of The Solicitor	86 (19%)	317 (71%)	265 (59%)	7 (2%)	15 (3%)	*	^	-	-	-	-	-		
Department of the Interior	Office of the Special Trustee	173 (28%)	172 (28%)	158 (26%)	4 (1%)	-			-	-	-	-	-		

Department	Subagency	FY 2015							September 2015						
		3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers		
Department of the Interior	OS, Asst Sec Indian Affairs	98 (42%)	86 (37%)	85 (36%)	2 (1%)	-			-	-	-	-	-		
Department of the Interior	U.S. Geological Survey	2716 (29%)	3722 (40%)	3044 (33%)	83 (1%)	107 (1%)	*	^	-	-	-	-	-		
Department of Transportation	Federal Aviation Administration	4525 (10%)	4661 (10%)	1775 (4%)	-	-			-	-	-	-	-		
Department of Transportation	Federal Highway Administration	174 (6%)	804 (29%)	779 (28%)	523 (19%)	-			-	-	-	-	-		
Department of Transportation	Federal Motor Carrier Safety Administration	286 (25%)	186 (16%)	65 (6%)	7 (1%)	-			-	-	-	-	-		
Department of Transportation	Federal Railroad Administration	345 (40%)	200 (23%)	141 (16%)	27 (3%)	-			-	-	-	-	-		
Department of Transportation	Federal Transit Administration	52 (9%)	188 (34%)	61 (11%)	170 (31%)	-			-	-	-	-	-		
Department of Transportation	Maritime Administration	90 (11%)	70 (9%)	120 (15%)	39 (5%)	-			-	-	-	-	-		

Department	Subagency	FY 2015					September 2015				
		3 or more days	1-2 days	Once a month	Situational	Remote workers	3 or more days	1-2 days	Once a month	Situational	Remote workers
Department of Transportation	National Highway Traffic Safety Administration	32 (6%)	198 (35%)	247 (44%)	11 (2%)	-	-	-	-	-	-
Department of Transportation	Office of Inspector General	122 (30%)	49 (12%)	190 (46%)	7 (2%)	-	-	-	-	-	-
Department of Transportation	Office of Secretary of Transportation	190 (26%)	264 (36%)	65 (9%)	32 (4%)	-	-	-	-	-	-
Department of Transportation	Pipeline/Hazardous Materials Safety Administration	77 (16%)	208 (44%)	108 (23%)	-	-	-	-	-	-	-
Department of Transportation	St. Lawrence Seaway Dev Corp	1 (1%)	2 (2%)	-	17 (13%)	-	-	-	-	-	-
Department of Transportation	Surface Transportation Board	-	114 (79%)	-	-	-	-	-	-	-	-
Department of Treasury	Bureau of Engraving & Printing (BEP)	203 (11%)	121 (6%)	-	194 (10%)	4 (0%) * ^	-	-	-	-	-
Department of Treasury	Bureau of the Fiscal Service (BFS)	937 (27%)	1139 (33%)	-	1374 (40%)	22 (1%) * ^	-	-	-	-	-

Department	Subagency	FY 2015							September 2015						
		3 or more days	1-2 days	Once a month	Situational	Remote workers			3 or more days	1-2 days	Once a month	Situational	Remote workers		
Department of Treasury	Departmental Offices	110 (5%)	179 (9%)	-	268 (13%)	2 (0%)		^	-	-	-	-	-		
Department of Treasury	Financial Crimes Enforcement Network (FinCEN)	43 (15%)	64 (23%)	14 (5%)	111 (40%)	-			-	-	-	-	-		
Department of Treasury	Internal Revenue Service (IRS)	21326 (25%)	4152 (5%)	9556 (11%)	-	36 (0%)	*	^	-	-	-	-	-		
Department of Treasury	Office of Inspector General (OIG)	19 (12%)	54 (34%)	90 (56%)	10 (6%)	-			-	-	-	-	-		
Department of Treasury	Office of The Comptroller of The Currency (OCC)	7 (0%)	135 (4%)	46 (1%)	3176 (82%)	-			-	-	-	-	-		
Department of Treasury	Special Inspector General, Troubled Asset Relief Program (SIGTARP)	6 (4%)	24 (16%)	-	82 (55%)	-			-	-	-	-	-		
Department of Treasury	The Alcohol and Tobacco Tax and Trade Bureau (TTB)	146 (31%)	46 (10%)	-	100 (21%)	107 (23%)	*	^	-	-	-	-	-		

Department	Subagency	FY 2015					September 2015				
		3 or more days	1-2 days	Once a month	Situational	Remote workers	3 or more days	1-2 days	Once a month	Situational	Remote workers
Department of Treasury	Treasury Inspector General for Tax Administration (TIGTA)	334 (43%)	339 (43%)	-	263 (34%)	9 (1%) ^	-	-	-	-	-
Department of Treasury	U.S. Mint	53 (3%)	95 (6%)	-	154 (9%)	6 (0%) * ^	-	-	-	-	-
Department of Transportation	Research and Innovative Technology Administration (RITA)	71 (10%)	253 (36%)	136 (19%)	12 (2%)	-	-	-	-	-	-
Department of Agriculture	Office of the Chief Financial Officer (OCFO)	46 (3%)	541 (34%)	-	167 (11%)	-	-	-	-	-	-
Department of Agriculture	Office of the General Counsel (OGC)	60 (24%)	85 (34%)	-	44 (17%)	-	-	-	-	-	1 (0%)
Department of Treasury	Chief Counsel	202 (10%)	817 (39%)	499 (24%)	-	-	-	-	-	-	-

Note: Percentage is equal to number of teleworkers divided by total number of employees.

* Indicates that remote workers are included in reported telework totals.

^ Indicates that remote workers include employees whose official duty station has changed to an alternative worksite.

REPORT TO CONGRESS

APPENDIX 15. Reasons for Changes in Participation by More or Less than 10%

Agency	More than 10% increase or decrease from 2013 to 2015?	If yes, what are the reasons for this increase/decrease in telework participation?	
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
Access Board	No		
Agency for International Development	Yes	Expanded communication of the Telework Program and sharing of best practices agency-wide. Increased comfort level with managing telework employees.	
Appraisal Subcommittee, Federal Financial Institutions Examination Council	Yes	We have hired one additional staff person since 2013. Two persons who did not have the option to telecommute in 2013 are now able to telecommute when necessary. We have also allowed the new hire the option to telecommute on a situational basis. Essentially, all staff have telecommuting agreements and either telecommute on a routine or situational basis.	
Central Intelligence Agency	Yes	Management continues to explore and increase opportunities for unclassified work from home. The majority of this increase involves allowing recruiters to conduct telephone interviews and write interview reports from home.	
Consumer Product Safety Commission	No		

Agency	More than 10% increase or decrease from 2013 to 2015?	If yes, what are the reasons for this increase/decrease in telework participation?	
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
Court Services and Offender Supervision Agency	Yes	We have actively encouraged employees and supervisors to telework when possible.	
Defense Nuclear Facilities Safety Board	No		
Department of Agriculture	No		
Department of Commerce	Yes		In October 2014, the Department issued a revised Telework Program which made a number of substantial revisions to the previous plan of 2013. Among the changes were more options for employees desiring to telework, an employee-friendly process for obtaining an approved individual telework agreement, and increased support for telework by Department executives, managers, and supervisors.
Department of Defense	Yes	Decrease in overall DoD population by 7.5% accounts for discrepancy in actual participation number. The percentage of participation based on FY15 population remained the same as FY13.	

Agency	More than 10% increase or decrease from 2013 to 2015?	If yes, what are the reasons for this increase/decrease in telework participation?	
		Comparison Between FY 2013 and FY 2015	**Comparison Between September 2013 and September 2015**
Department of Education	Yes		We have experienced a large increase in participation because of our robust telework training module and our efforts in marketing the telework program. The increase is also because we are working with GSA to consolidate our offices into federally owned spaces. This consolidation effort is eliminating multiple leases and provides our employees and Managers with the option for increasing telework.
Department of Energy	Yes	greater management support; more employees interested in participating; stronger commitment to COOP readiness	
Department of Health and Human Services	Yes	The increase in telework participation can be contributed to the decrease in overall population of the Agency in combination with an increase in the teleworking population.	
Department of Homeland Security	Yes	Promotion of telework by components.	
Department of Housing and Urban Development	No		

| Agency | More than 10% increase or decrease from 2013 to 2015? | If yes, what are the reasons for this increase/decrease in telework participation? | |
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
Department of Justice	Yes	More employees see the benefits of telework; encourage by leadership; continuous work on removing barriers associated with telework; hiring staff resumed; and telework made available to more employees;	
Department of Labor	Yes	Increased leadership support of telework, increased manager and employee telework training, and increased department-wide marketing, and increased use of telework during emergency situations.	
Department of State	Yes	Since 2013, the Department has actively promoted the use of telework as a workplace flexibility, provided training and online Intranet resources to enable managers and bureaus to embrace telework as a practical workplace option that leads to higher morale, retention and work/life balance needs. Therefore, telework eligible positions have grown, leading to an increase in telework participation.	
Department of the Interior	Yes	We've spent the past two years working with our subagencies and supervisors on telework and telework has been a priority of senior management.	

| Agency | More than 10% increase or decrease from 2013 to 2015? | If yes, what are the reasons for this increase/decrease in telework participation? | |
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
Department of Transportation	No		
Department of Treasury	Yes	Note: While we fell within the 10% range. It is important to note that major improvements to calculate our eligible population did not occur until CY 2014 with an upgrade to our HR Connect system. Therefore, as the participation rate is a function of having the eligible population clearly defined, our 2013 number was overstated, but our 2015 number is more accurate. Going forward this comparison will continue to be more reliable.	
Department of Veterans Affairs	Yes	VA has adopted a greater awareness of the flexibilities and benefits of a successful telework program. VA has accomplished this through educating our workforce on our telework program, policy, and best practices.	
Election Assistance Commission	Yes	When the office relocated to Silver Spring, MD in October 2013, eligible employees were allowed to participate in routine telework. Previously, the only routine teleworkers were 4 remote workers.	
Environmental Protection Agency	No		

Agency	More than 10% increase or decrease from 2013 to 2015?	If yes, what are the reasons for this increase/decrease in telework participation?	
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
Equal Employment Opportunity Commission	Yes	The Chair and EEOC management believes that telework is an essential recruiting and retention tool and therefore has expanded the program. Further, EEOCs core work is conducive to the increase of telework.	
Executive Office of the President (Science and Technology)	Yes	OSTP is a very small agency and all staff participate in the telework program mainly on a situational basis.	
Export-Import Bank of the United States	Yes	The Bank has placed a high emphasis on marketing the use of telework to all employees. In addition to increased marketing efforts, the unexpected arrival of the Pope also contributed to an increase in the number of situational teleworkers.	
Farm Credit Administration	Yes	FCA made changes to the time keeping system this year and we have accurately tracked telework.	

Agency	More than 10% increase or decrease from 2013 to 2015?	If yes, what are the reasons for this increase/decrease in telework participation?	
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
Farm Credit System Insurance Corporation	Yes	Increase was due to unscheduled telework for employees that were telework-ready during emergency/weather-related and situational response. Unscheduled telework was made available when OPM made announcement to the public and media on the status of operations for the Washington DC area while routine telework was offered on a case-by-case basis to retain employees who want to telework due to medical conditions, family situations, or the needs of the agency.	
Federal Communications Commission	Yes	Total number of employees decreased.	
Federal Deposit Insurance Corporation	No		
Federal Energy Regulatory Commission	Yes	Maturation of FERC's telework program, greater acceptance by Managers, employees now more comfortable with telework	
Federal Housing Finance Agency	Yes	FHFA implemented a new telework policy effective February 25, 2015	
Federal Labor Relations Authority	No	N/A	

Agency	More than 10% increase or decrease from 2013 to 2015?	If yes, what are the reasons for this increase/decrease in telework participation?	
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
Federal Maritime Commission	No		
Federal Mediation and Conciliation Service	No		
Federal Mine Safety and Health Review Commission	Yes	This increase is due to hazardous weather between FY 2013 - FY 2015 and the Pope's visit in 2015.	
Federal Retirement Thrift Investment Board	No		
Federal Trade Commission	Yes	The increase is due to the agencies strategy to increase workplace flexibility and the capability to continue to service the public in the event of inclement weather or state of emergency.	
General Services Administration	No		
Institute of Museum and Library Services	No		
Japan-United States Friendship Commission	No	N/A	

Agency	More than 10% increase or decrease from 2013 to 2015?	If yes, what are the reasons for this increase/decrease in telework participation?	
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
MACPAC (Medicaid and CHIP Payment and Access Commission)	No		
Marine Mammal Commission	Yes	new employees were hired, increasing the number of teleworkers	
Merit Systems Protection Board	No		
Millennium Challenge Corporation	No		
National Aeronautics and Space Administration	Yes	In 2014 NASA made significant changes in WebTADS, NASA's time and attendance system. The changes ensured that employees correctly recorded telework on their timecards and resulted in an increase in tracking accuracy. In addition, organizations continue to increase the use of telework based on the success stories from across the Agency.	
National Archives and Records Administration	No	N/A - Percentage change is not larger than 10 percent.	

| Agency | More than 10% increase or decrease from 2013 to 2015? | If yes, what are the reasons for this increase/decrease in telework participation? | |
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
National Capital Planning Commission	Yes		NCPC's 42.86% participation increase from the two-week period of September 2013 to the two-week period of September 2015 can most likely be attributed to the following factors: (1) the increase in recent new hires who were telework-ready, and (2) the increase in routine teleworkers.
National Credit Union Administration	Yes	Increase in Agency population and better communication of the telework option to employees.	
National Endowment for the Arts	Yes	Information provided to employees regarding the value of telework, particularly related to weather closures.	
National Endowment for the Humanities	Yes		Our managers and supervisors have become more comfortable with telework which has resulted in more employees taking advantage of the benefit. Overall, both the employees and supervisors are comfortable with the telework program. As a matter of fact, on the 2015 Federal Employee Viewpoint Survey, 86% of the respondents were pleased with the NEH's telework program.

| Agency | More than 10% increase or decrease from 2013 to 2015? | If yes, what are the reasons for this increase/decrease in telework participation? | |
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
National Labor Relations Board	Yes	Presidential mandate to increase telework. Agency guidance encouraging telework participation. Agency relocation promoting increased telework.	
National Mediation Board	No		
National Science Foundation	No	N/A	
National Transportation Safety Board	Yes	The 2015 telework report includes agency's situational telework agreements on file as part of telework participation	
Nuclear Regulatory Commission	No		
Nuclear Waste Technical Review Board	No		
Office of Government Ethics	Yes	The Director is a very strong advocate of telework and encourages the managers and employees to telework.	
Office of Management and Budget (EOP)	No		
Office of National Drug Control Policy (EOP)	Yes	Management has encouraged all staff to participate in telework.	

Agency	More than 10% increase or decrease from 2013 to 2015?	If yes, what are the reasons for this increase/decrease in telework participation?	
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
Office of Navajo and Hopi Indian Relocation	No		
Office of Personnel Management	Yes		Leadership has become more familiar with telework eligibility determinations and coming up with creative solutions for employees to participate in unscheduled and situational telework.
Office of the United States Trade Representative (EOP)	Yes	In 2015, USTR broadened participation by allowing the Administrative Assistant group to be eligible to telework, the Office of Human Resources added a code for telework when entering every employee's timesheets into our online time and attendance system, and through this automation we are now able to accurately record telework participation.	
Overseas Private Investment Corporation	Yes	Increase due to more participants in telecommuting.	
Patent and Trademark Office	Yes	The USPTO establishes annual goals for telework expansion. These annual goals are met and reflected in this increase.	
Peace Corps	No		

Agency	More than 10% increase or decrease from 2013 to 2015?	If yes, what are the reasons for this increase/decrease in telework participation?	
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
Securities and Exchange Commission	Yes	SEC's increase in participation is attributed to the implementation of major enhancements to the SEC Telework Program including greater marketing of the program, education, and tracking of telework agreements, resulting in an increase in reportable teleworkers. Specifically, the enhancements have included: FY2013: Expanded telework (3-5 days per week) was made a permanent part of the SEC Telework Program; mandatory telework training for all SEC managers; FY2014: Robust telework automated request and tracking system was implemented to record telework and work schedules that enabled more accurate recording of telework ; SEC Telework Week 2014; FY2015: Telework Effectiveness Project was implemented, which included webTA telework coding reviews and education; several manager training sessions that focused on managing teleworkers; goal setting and coaching and improving communication and collaboration with teleworkers; an increase in availability of technology and technology training to support teleworking and in office staff; and SEC Telework Week 2015.	

| Agency | More than 10% increase or decrease from 2013 to 2015? | If yes, what are the reasons for this increase/decrease in telework participation? | |
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
Small Business Administration	Yes		Increased telework awareness throughout SBA, agencywide.
Social Security Administration	Yes	The labor agreement that covers the majority of SSA employees was signed in November 2013. At that time we also implemented our agency policy that covers non-bargaining unit employees. We have been diligently working to increase the number of employees who telework, as is evident by our numbers.	
Tennessee Valley Authority	Yes	The decrease in telework participation for FY15 is due primarily to duties and activities that can only be handled onsite.	
Trade and Development Agency	Yes	The increase reflects an additional remote teleworker added to the telework program, and an increase in the number of situational teleworkers.	
U.S. AbilityOne Commission	No		
U.S. Commission on Civil Rights	Yes	The number of employees who decided to take advantage of teleworking increased.	

Agency	More than 10% increase or decrease from 2013 to 2015?	If yes, what are the reasons for this increase/decrease in telework participation?	
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
U.S. International Trade Commission	Yes	(1) Increased IT support for telework, (2) improvement in the telework environment, and (3) greater organizational acceptance and comfort with telework.	
Chemical Safety and Hazard Investigation Board	No		
Commodity Futures Trading Commission	Yes	Increase in number of employees.	
Consumer Financial Protection Bureau	Yes	The total number of agency employees grew by 13% between the end of FY2013 and FY2015; a CBA was signed that granted and increased number of routine telework days.	
Pension Benefit Guaranty Corporation	Yes	Reporting and tracking procedures for telework have improved.	

Agency	More than 10% increase or decrease from 2013 to 2015?	If yes, what are the reasons for this increase/decrease in telework participation?	
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
Postal Regulatory Commission	Yes	The Commission was able to achieve an 11.5 percent increase in telework participation during FY 2015 due to continued efforts to ensure that all employees are aware of the telework program, particularly its flexibility and advantages. This percentage increase aligns with our mission of enhancing a system that fosters recruitment, development, and retention of a talented, skilled, and diverse workforce.	
U.S. Office of Special Counsel	No		
Railroad Retirement Board	Yes	The increase is due, in large part, to a better system to track employee usage of telework (in both our time and attendance system and our HR personnel system). It also comes from an increasingly higher drive on the part of senior management to broaden the pool of eligible employees for work/life balance and physical workspace reduction.	

| Agency | More than 10% increase or decrease from 2013 to 2015? | If yes, what are the reasons for this increase/decrease in telework participation? | |
		Comparison Between FY 2013 and FY 2015	Comparison Between September 2013 and September 2015
Broadcasting Board of Governors	Yes		The agency in the past used paper based telework application tracking and data from the payroll system depends on timekeepers recording telework as such and not as regular hours. Also reporting from a single pay period in 2015 misses a lot of the situational teleworkers. Reporting the period during the Pope's visit would have given a much higher number. We are establishing better record keeping systems and methodologies, so that we can provide consistent, reliable data,

APPENDIX 16. Agency Management Efforts to Plan, Implement and Evaluate Telework

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
Access Board	The Access board revised its telework program and issued new telework agreements. The Access Board encouraged all eligible staff to continue to participate in telework program.
Agency for International Development	Utilize Agency Notices to advise on new and/or changing telework information. Incorporate an interactive/in-person telework training session at all New Employee Orientations and conduct ad hoc training sessions, as needed. Have a Telework Coordinator identified within each Bureau/Office. In 2016 there will be more supervisory training on managing the teleworking workforce. In addition, USAID's Staff Care Center offers support that benefits the needs of telework and the working parent.
Appraisal Subcommittee, Federal Financial Institutions Examination Council	We are a very small agency so we don't have a program in place to promote telework. Eligible employees are given the option for situational telework when first hired (with the exception of one set of workers who are full-time teleworkers). We do not have a formal evaluation in place for Telework. Essentially if the employee is getting their work done while telecommuting, then we are satisfied that the program is working as it should.
Central Intelligence Agency	The Director has established an internal working group to explore possible ways to utilize telework in light of our restrictive work environment.
Consumer Product Safety Commission	CPSC already has in place vacancy, orientation and informational sessions throughout the year planned.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) plans, implements, and evaluates your program to promote the adoption of telework in your agency.
Court Services and Offender Supervision Agency	The Agency's leadership fully supports and promotes the telework program. Since the last data call, the Agency has increased telework participation by 19.5%. This has been achieved by enhancing telework where possible, by ensuring there are strong communication and performance expectations, and through a sincere interest in improving employee welfare and morale. For example, in FY15, the Agency implemented a 4-day per week pilot program in one of its Branches. This pilot (which is now permanent) involved collaboration among Executive leadership, Branch supervisors, the Office of Facilities, the Office of Human Resources, and the Office of Information Technology. It also involved substantial efforts by the Branch's employees and with feedback/input by the Agency's union. The program was evaluated by 1) surveying all employees via an anonymous survey, the results of which were overwhelmingly positive, and 2) through a continued monitoring of employee performance. CSOSA also utilized telework agreements to estimate the environmental impact of the Agency's entire program, in addition to the cost-savings for employees who participate in the program. The Agency's Director, Associate Director of Human Resources, and TMO meet on at least a monthly basis. Since the last data call, the Agency has implemented an online training program and continues to offer in-person trainings. CSOSA continues to promote the program wherever it would be beneficial to fulfilling our critical public safety mission and is continually considering innovative ways to evaluate the program's effectiveness.
Defense Nuclear Facilities Safety Board	In FY 2015, the Board revised its telework policy to expand the availability of telework; the new policy will be fully implemented in the second quarter of FY 2016. Program evaluation: Currently, telework internal controls are assessed annually as part of the Board's broader internal Internal Control program. In addition, beginning in FY 2016, the Division of Human Resources will conduct an annual reconciliation of telework training and documentation.
Department of Agriculture	Monthly Telework reports are used to gauge the progress of Sub-Agencies and the Agency. Cultural Transformation goals and reporting are tied to these monthly reports. The TMO provides regular, monthly feedback with suggestions/recommendations to the Sub-Agencies for improvement.
Department of Commerce	We consider telework, planned or unscheduled, as a workplace flexibility to be used to improve the work environment for its employees. We communicate to our employees whenever the work environment or other situations lend themselves to telework.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
Department of Defense	Management/leadership efforts to promote telework include: • Incorporate agency specific telework training in leadership classes. • Align telework with agency strategic goals and mission • Development of semi-annual statistical reporting mechanisms and Telework Dashboard to post telework metrics and telework trend analysis for the Executive Director and senior leadership. These statistics include the number of eligible positions, eligible employees, and participants. The reasons for increase/decrease are monitored and position eligibility codes are reviewed and updated as needed. The results of the statistics are shared at Human Capital Strategy Board and at Senior Administrative Officer Forums. Best practices are shared and new initiatives/guidelines are announced. Agency/Directorate Telework point of contacts are updated via email on any pertinent information we receive from OPM, DCPAS and Senior Leadership Forums. • Increase the number of telework eligibility by developing Agency's communication strategy about telework by: o Conducts more briefings and presentations, manages working groups and presents information at council meetings to promote the program awareness o Aligning telework with agency strategic goals and mission. o Advocating telework in agency meetings and town hall o Emphasizing telework as part of COOP events. o Promoting telework as a reasonable accommodation to support employees with disabilities, illness, and family emergencies as well as offering telework to support temporary spousal accommodations and other hardships • Development of new training tools directed to supervisors which will: • Highlight case studies to illustrate Best Practices. • Help overcome the barriers and/or resistance to promoting telework. • Help understand reasons why they may continue to feel uncomfortable. • Foster better communication with their employees on the days they telework. • Ensure adherence to the Telework Enhancement Act. • Conducting COOP events or implementing maximum telework during annual exercises to ensure all teleworkers are able to access all needed systems and programs to complete their duties.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
Department of Education	ED's CHCO and Human Resource Office are working with all levels of management and the union to adopt and promote greater use of telework. The CHCO has met with ED's senior leadership to emphasize the Department's dedication to expanding our telework program. Our Human Resource office has also hosted management training sessions as well as conference calls to help first and second level supervisors understand the importance of telework. We have also worked with offices to provide them with assistance in effectively managing telework, ensuring that arrangements are successful. We also work with our union officials to identify employee concerns about telework, and address those concerns collaboratively. Additionally, ED heavily promoted telework week to increase participation and awareness to the telework program.
Department of Energy	TMO/CHCO establishes an annual total participation rate goal that is sent to all senior managers that includes the results from the prior FY.
Department of Health and Human Services	HHS has a standing communications plan that was previously developed to address all activities related to the promotion of the telework initiative. Activities include: hosting telework forums, engaging in brown bag lunch sessions, distributing regular e-mail blasts to keep employees aware of upcoming events and creating an employee newsletter to feature tips and FAQ's. In addition through the Telework Week promotion and additional encouragement by leadership during all hands meetings serves as a constant telework promotion. The program is evaluated based on the feedback received from managers and employees.
Department of Homeland Security	N/A
Department of Housing and Urban Development	The 2015 Employee Viewpoint survey results reflected that HUD made a substantial improvement compared to previous years but also have areas that require increased attention and focus. HUD was also the most improved agency in the government on "The New IQ," a measure of workplace inclusion and empowerment. The Secretary has asked leadership at every level of the department to take ownership over their programs and find ways to communicate with and connect employees. We're also reaching out directly through Town Halls, Switchboard Forums and on HUDConnect
Department of Justice	Update the Department of Justice Telework Policy.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
Department of Labor	Telework participation goals and milestones are included in the Agency operating plan, telework utilization is measured and reported quarterly, and program enhancements to support telework utilization are made as necessary.
Department of State	At the Department, agency leadership which includes our TMO and CHCO, embrace and share support for telework as a senior management priority. There's regular support from the top level down. Agency leadership regular touts telework and workplace flexibilities as senior management's priorities by providing the following: regular Town Hall meetings with employees; Q and A sessions; support for special presentations by outside speakers; fiscal year goal-setting for the Bureau of Human Resources' Work/Life Division; Department Notices; bureau training and educational events; and Director General sponsored senior management offsite working group meetings on how to further engage employees on these subjects. Finally, we embrace OPM's guidance and information as a means to underline the importance of the Administration's goals on workplace initiatives and programs, and how to effectively implement workplace flexible options at an agency as diverse as State in the 21st century. We realize we must recruit and retain top talent and meet the needs expressed by current employees who are representative of 4 generations to include current and retiring baby boomers, Generation X, Millennials and Generation Y.
Department of the Interior	tying telework with emergency dismissals reviewing the telework goals
Department of Transportation	The Department of Transportation continued to support telework during FY 2015 in a number of ways, including: •Internally marketing and encouraging telework as a means to continue operations (e.g., on days when the government is closed and/or when options for 'unscheduled telework' have been announced by OPM or regional Federal Executive Boards); •Continuing to provide telework training for employees and managers; •Providing telework policy guidance to employees, supervisors and managers on an ongoing basis; and •Periodically updating its IT infrastructure (i.e., computers, remote access technologies, etc.) to contend with emerging data security threats and allowing employees to connect securely to DOT systems in several ways (i.e., via Virtual Private Networks, remote access technologies, and DOT webmail services).

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
Department of Treasury	Agency leadership is kept abreast of Telework activities and progress. This report is part of that process. Each bureau has their own practices in place to promote telework.
Department of Veterans Affairs	Managers are encouraged to educate and promote telework to their employees. VA Senior Review Group, VA Executive Leadership Board and communications support from the Secretary are specific ways VA promotes Telework.
Election Assistance Commission	When our commissioners were appointed (PAS) in December 2014, rumors circulated that in the absence of an Executive Director, routine telework would be discontinued. At an all-staff meeting in January, the commissioners announced that they did not have an issue with staff teleworking and would leave the decision up to whoever was hired as the Executive Director. We hired a new Executive Director in November 2015 and he currently is teleworking remotely until he relocates in January 2016. There has not been any formal promotion of the program, however, the actions of leadership shows acceptance and continuance of the program.
Environmental Protection Agency	Agency management is provided quarterly data reports on telework usage to evaluate implementation across the agency. Management recognizes the increased benefit of telework and set forth in FY15 to update the agency's telework policy to make it more accessible and provide employees more opportunities for telework.
Equal Employment Opportunity Commission	The Agency's management plans to promote the adoption of telework through education of managers, supervisors and employees on the benefits of telework for the agency, efficiency of service and the employees.
Executive Office of the President (Science and Technology)	All of OSTP staff are eligible to participate in the telework program. We currently have 30 employees who telework mainly on a situation basis but this is by choice. We had two employees this year who are on a set schedule telework rather than doing it on a situational basis. I expect this number will increase in FY16. OSTP Leadership is supportive of telework and will continue to promote telework in FY16.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
Export-Import Bank of the United States	Our management does an excellent job of communicating our telework program throughout the Bank. We have communication posted on our intranet for all employees. We provide communication is in our All Hands Meetings, especially in our COOP events. Telework communication is also provided to new employees at new employee orientation sessions.
Farm Credit Administration	FCA's main effort this year was based on 1) clarifying our telework policy to indicate: "If the official duty station is closed, all employees with a telework agreement are expected to telework as is feasible, unless there are extenuating circumstances, e.g. power failure, that prevent the employee from working at the telework site." Also, by automating our telework forms, it is much easier to keep track of telework agreements and to update them.
Farm Credit System Insurance Corporation	The telework program is an integral part of FCSIC's Continuity of Operations Plan which ensures that core operations and mission requirements continue in an emergency or when employees cannot report to our office. Due to the mission requirements and the small size of the FCSIC staff (as of FY 2015 there are currently 11 full time employees) FCSIC consistently receives high marks on the Federal Employee Viewpoint Surveys. Employees have expressed that the ability to telework has a positive impact on their job satisfaction.
Federal Communications Commission	We have a brand new Basic Negotiated Agreement in which our telework policy was revised to include accountability measures for both supervisors and employees.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
Federal Deposit Insurance Corporation	In Fiscal Year 2015, the FDIC continued to manage the Telework Program from the top down. Our Chairman continued to stress the importance of utilizing the telework program for business continuity and work/life balance. The Telework Coordinator (TC) provided trainings to Division/Office Directors and their direct reports, as well as employee trainings on the telework policy. In addition to in-person trainings, the FDIC released the first ever computer based instruction training for both managers/supervisors and employees. The FDIC also continued to work with senior management to ensure telework is an integral part of COOP. We continued to ensure consistent application of weather dismissal and other emergency closings nationwide with respect to telework. The FDIC also continued to track telework agreements. The system allows the FDIC to track the number of approved, submitted, and denied agreements. The data can be broken down into subsets to evaluate the number of employees approved for regular and recurring telework or situational telework, the number of employees teleworking at each grade level, the number of employees teleworking in each Division/Office, and many other categories. The FDIC also continued to track the progress of the Diversity and Inclusion Strategic Plan, specifically where it pertains to telework. The Plan addresses our goals to develop and implement a more comprehensive, integrated, and strategic focus on diversity and inclusion. The plan details specific steps to enhance diversity and inclusion at the FDIC in many areas, including telework. In 1999, the Plan addressed telework as a way of diversifying the way our employees complete their daily assignments. Telework remains an important benefit at the FDIC, which is why it is still a component addressed in the Strategic Plan.
Federal Energy Regulatory Commission	CHCO and TMO discuss telework issues with agency senior leadership in the Human Capital Accountability Team and develops action plans or guidance as necessary.
Federal Housing Finance Agency	FHFA has implemented a new telework policy which has increased the number of days an employee can telework in a pay period. Each employee was trained and certified on FHFA's telework policy. A new telework agreement was submitted after certification. We also migrated to a new HRIS which requires us to input employee's telework codes. The system prevents employees who do not have signed telework agreements to code telework on their timecard.
Federal Labor Relations Authority	Agency management periodically reminds all employees of telework and flexible schedules. The Human Resources Division discusses telework with every new hire. During times of inclement weather, management provides additional information concerning telework.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
Federal Maritime Commission	The TMO and HR Office will offer annual refresher telework training to the Commission's employees and offer an overview to new employees during their Onboarding Briefing.
Federal Mediation and Conciliation Service	Revised Telework agreements and training for supervisors and employees.
Federal Mine Safety and Health Review Commission	Our agency planned for the possibility of emergency preparedness and hazardous weather during the development of our strategic mission plan. Employees have the capability to telework in either case and we are still evaluating the progress of the program.
Federal Retirement Thrift Investment Board	The agency expanded the telework program this year based on the FEVS and employee focus groups. Prior to the adoption of the new policy, the agency conducted a widely publicized pilot to test the viability of expanded telework. The Pilot results were shared with all agency employees by agency leadership prior to the adoption of the new program agencywide.
Federal Trade Commission	The agency actively engages its management staff to consider avenues to improve its existing program. This resulted in the establishment of teams in our support organizations to recommend solutions for program expansion.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
General Services Administration	GSA's Mobility and Telework Policy meets the requirements of the Telework Enhancement Act of 2010 and goes beyond those requirements, continuing GSA's role as a leader in government implementation of telework and allowing the agency to maximize its benefit from mobility. That policy was implemented early in 2012; supplementary guidance on full-time telework has been in place since August of that same year. Both these policies are currently under review and being updated to ensure that telework and other means of mobility are implemented to the agency's advantage to support individual and organizational performance. Agency leadership is involved in this ongoing process, incorporating "lessons learned" through the experience of agency employees, supervisors, and organizations to enhance the use of mobility tools including telework. GSA continues to make enhancements to our program, which have included: ● requirement that telework agreements be reviewed and approved annually; ● clarification of the requirement to telework in response to emergency situations; ● reinforcement of employee responsibility for entering telework participation in GSA's electronic time and attendance system; ● reinforcement of employee responsibility for accurately reflecting telework participation in the calculation of actual commuting costs when applying for benefits under GSA's Transit Subsidy Program; ● updates to approval process for full-time telework arrangements; ● clarification of supervisory responsibilities; ● clarification of employee responsibilities.
Institute of Museum and Library Services	Most encourage telework for staff, when possible and many telework at least once a week -- leading by example.
Japan-United States Friendship Commission	JUSFC's executive director works with individual eligible employees to plan the telework calendar. It is standard practice for employees to work directly with the executive director on task lists and action items that should be addressed on telework days.
MACPAC (Medicaid and CHIP Payment and Access Commission)	The staff members are periodically told during staff meetings about our flexible schedule and are encouraged to discuss different work schedules and teleworking with their supervisors. Our policies about teleworking are in writing, are part of the employee's handbook and are available electronically to all of the employees.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
Marine Mammal Commission	Agency leadership encourages staff to telework, and telework is supported by supervisors.
Merit Systems Protection Board	The MSPB has had a robust telework program long before the Telework Enhancement Act of 2010 and continues to give strong senior management support for our telework program. In 2011, the agency updated our then current telework policy and incorporated changes to meet compliance with the Telework Enhancement Act.
Millennium Challenge Corporation	Benchmarked federal agencies to adopt best practices for increasing telework options for employees. Revised Flexible Work policy to included increased telework options from 2 days per pay period to 5 days per pay period.
National Aeronautics and Space Administration	NASA posts an annual notice reminding employees of the Telework Program. NASA management also encourages organizations to ensure that supervisors permit the use of telework as a means of allowing employees the ability to achieve work/life balance. Success of telework is measured through EVS results, internal Telework reports, and other local surveys.
National Archives and Records Administration	NARA's Management aligns telework with agency strategic goals and mission, and emphasizes telework as part of COOP (Continuity of Operations Plan) events.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) plans, implements, and evaluates your program to promote the adoption of telework in your agency.
National Capital Planning Commission	In planning our agency Telework Program, we adhere to our established agency Telework Program Policy which is in accordance with Sec. 359 of P.L. 106-346 and the Telework Enhancement Act of 2010 (P.L. 111-292) which provides our agency employees and managers guidance on our telework options, participation criteria such as eligibility requirements and mandatory training, basic parameters, access, performance, and impacts including benefits of telework participation. In implementing the program, participating employees and managers are required to complete OPM Telework Training with certification; the Telework Agreement including work schedule arrangements (e.g. routine, intermittent, or short-term for reasonable accommodation or medical purposes), duties or tasks to be performed, and terms & conditions (inclusive of the policy); and the Safety Certification Checklist of the alternate worksite. The Agreement and Safety Certification must be signed by the employee and authorized by 1st- and 2nd-level supervisors, Telework Managing Officer (TMO), Telework Coordinator, and the agency Safety Officer, accordingly. If any modifications to their participation are necessary, then the employee and supervisor must submit an updated agreement to the Telework Coordinator for the proper authorizations. Also, new employees are informed of the option to participate in our Telework Program and the eligibility and approval process; and can access our policy (which includes the Telework 101 Training web link) on our agency intranet. The policy also includes FAQ to aid employees and managers on understanding the requirements, usage, and responsibilities of participation in the telework program. The TMO also communicates the agency's expectations of telework-ready participation in preparation of emergency federal closings (i.e. inclement weather). As noted before, it is an agency requirement that telework-ready employees must telework on closures or use their leave. In evaluating our program participation, we continue to monitor and evaluate telework by using our daily Who's In email tracking system and web-based time & attendance reporting system, as well as through the annual performance evaluations. The program participation is also evaluated in alignment with our agency's mission and strategic goals.
National Credit Union Administration	Includes telework in the Collective Bargaining Agreement and also incorporates it into COOP and the Agency's Strategic Plan.
National Endowment for the Arts	Information on telework eligibility is provided at each new employee orientation. Managers are provided information of the benefits of telework to encourage use and review of participation numbers is reviewed to determine progress.
National Endowment for the Humanities	The NEH continues to evaluate the effectiveness of its telework program through the findings of the annual Federal Employee Viewpoint Survey.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
National Labor Relations Board	N/A
National Mediation Board	All department heads are encouraged to promote telework in their department.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.

National Science Foundation	In March 2014, NSF issued a new telework policy that aligns with the Telework Enhancement Act. NSF Acting Director, Dr. Cora Marrett signed an agency-wide staff bulletin supporting the policy and the successful implementation of more robust telework at NSF. In addition, NSF's Chief Human Capital Officer (CHCO) and the Division Director of Human Resource Management (HRM) sent out agency-wide guidance supporting the new telework policy. The Chief of the HRM Employee Relations Branch (ERB) also informs new employees about NSF's telework program and policy during New Employee Orientation.
	  We launched a communications and marketing campaign to educate staff on the new telework policy, which included a series of comprehensive town halls to brief the workforce on the policy and system changes, answer ad hoc questions, and promote workforce buy-in. We developed change management plans, workforce communications, and requirements documents for system changes required by the new NSF telework policy. The town halls were also used as an opportunity to communicate the importance of using telework as a tool to accomplish the mission of the agency, and to encourage supervisors and employees to work together to find creative ways to overcome challenges to teleworking.
	  Since the issuance of the new telework policy, we updated our telework website and the telework program's informational materials for staff. In addition, the Telework Managing Officer (TMO) has given numerous briefings to customer organizations and facilitated discussions on how to work through organizational telework concerns. The TMO has worked individually with Directorates/Divisions across the agency to review local telework procedures to identify where updates may be needed to comply with the new telework policy. She also has worked with employees, supervisors and senior managers on how to effectively implement telework in their organization, encouraging a collaborative approach between supervisors and employees to support increased telework usage and generally a more robust NSF telework program.
	  In July 2015, NSF launched a reconfigured electronic telework agreement tracking system in compliance with the agency's new telework policy, featuring additional enhancements and flexibilities included in the policy. The launch of the reconfigured system was supported through a comprehensive communications campaign featuring a series of homepage web announcements and articles issued to workforce via the official agency electronic newsletter, as well as new and updated training materials (new tip sheets) to assist staff with using the new system. The NSF CHCO was extremely supportive of our efforts to complete the development of the system. NSF's management continues to promote the adoption of telework through our support of the following,
	- NSF's "2014 Telework Awareness Week" for which we launched an extensive communications campaign which included posters, news articles, and a series of informational sessions scheduled throughout the week specifically training staff on various virtual technology tools available to employees at the Foundation. The events included a series of training sessions accessible to onsite staff and virtually accessible teleworkers, which were well received by supervisors and employees, and proved an excellent opportunity to educate current employees on the technology available to those interested in pursuing increased telework. Our efforts resulted in the most extensive Telework Week in NSF's recent history, resulting in many employees requesting additional guidance and information regarding virtual technology tools for teleworkers.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
National Science Foundation (continued)	As a result, employees have gained an increased awareness of NFS's valuable technology tools -- the use of which will no doubt continue to grow as NSF supports expanded use of recurring telework and prepares for the relocation to Alexandria. We expect this increased awareness to positively impact the agency's ability to retain talented employees. - Ongoing efforts to increase staff education on the importance of recording telework hours worked in the agency's time and attendance system, and increased efforts to provide supervisors and employees training on implementing the new policy in an effort to increase the use of telework flexibilities across the agency. Examples include issuing on-going communications via the agency official electronic newsletter on how to properly record telework hours worked and education on coding telework hours in the new employee orientation sessions. - NSF's November 2015 agency wide "open house" event for the Office of Information and Resource Management (OIRM). This open house featured three booths supporting the NSF telework program, relaying information on the agency's telework policy, as well information about accessing NSF network systems remotely (when offsite). The booths also included various educational and training opportunities (such as live demos) of NSF's virtual collaboration tools. These resources helped educate employees on the agency' tools available to teleworkers to assist them with achieving a seamless transition from being on-site and when teleworking. The event was well received by supervisors and employees, and proved an excellent opportunity to educate staff on the technology available to those interested in pursuing increased telework. Our efforts resulted in increased interest from the agency's Union Executive Board, prompting them to request a table top exercise and discussion to further explore how to better inform staff on the virtual technology tools available to teleworkers and on-site employees to assist with improving virtual participation. - Over the last two years, NSF has continued to make efforts to provide training to encourage an increase in the use of telework flexibilities across the agency. We are finalizing the development of a comprehensive training for supervisors of teleworkers which includes a component on performance management and provides tools and best practices for the management of virtual teams. This training is scheduled to be released within FY16. In the interim, we made efforts to provide training to encourage use of telework by creating special training modules in NSF's supervisory training course, which includes sections on work/life balance programs. The training features an exercise on helping supervisors overcome challenges with telework that also helps them realize the benefits of telework. This training is designed as a cohort-sharing experience with a focus on engaging in explorative learning exercises, (i.e., it is not simply HR talking about the telework policy, but rather staff sharing their experiences). We believe this type of training is a best practice for educating supervisors about the benefits of telework. Since 2013, NSF has made significant efforts to achieve our goal of using telework as a tool to retain talented employees. Work/life flexibilities are an important part of our agency's strategy to retain top talent and loyal employees, and we believe that strong support for work/life programs will help NSF retain the best possible employees.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
National Transportation Safety Board	Agency leadership is currently involved in a review of the program and engaged in making recommendations on the improvements of the program. In FY 2014, the Managing Director led listening sessions with agency employees and included telework as a topic area for employees to discuss concerns, recommendations for improvements and best practices. As a follow up the comments and recommendations were reviewed and the telework workgroup developed a Telework Portal which will serve as the central hub for information regarding the NTSB telework program. In addition, an ongoing suggestion vehicle was established to provide directed attention to telework issues. NTSB will continue to work on improving the telework program and developing training to address the program needs.
Nuclear Regulatory Commission	OCHCO continues to provide briefings to agency managers and groups of employees on the telework program. The NRC has a new Collective Bargaining Agreement as well as a new telework policy.
Nuclear Waste Technical Review Board	
Office of Government Ethics	The Agency Director is a strong support of the telework program. He periodically encourages managers to review the telework program to ensure that it is implemented efficiently and effectively. A sufficient quantity of agency laptops and remote connectivity licenses have been purchased to enable 100% telework participation, if the need arises. IAW the telework policy, the Agency will allow telework arrangements for employees when such arrangements are beneficial to the Agency in terms of effective or enhanced quality of work, productivity, timeliness of performance, and/or customer service. While certain benefits accrue to the telecommuting employee (e.g. savings in time and financial costs associated with commuting to and from the office), the mission of the Agency is the primary consideration in approving such an arrangement. The Agency will continue to encourage telecommuting arrangements and approve them whenever feasibly consistent with this consideration.
Office of Management and Budget (EOP)	As a result of our rise in our FEVS scores, OMB will continue to emphasize telework through Agency-wide meetings, New Employee Onboarding and to continue to work with and educate management on telework awareness.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) plans, implements, and evaluates your program to promote the adoption of telework in your agency.
Office of National Drug Control Policy (EOP)	Management reviews the telework program and its participation level annual to ensure all employees are kept aware of the program and its utilization agency wide.
Office of Navajo and Hopi Indian Relocation	Agency is focused on downsizing staff due to its sunset status, therefore, there may be a need in the future for telework by staff in order to meet agency objectives when and phase out of the agency occurs.
Office of the United States Trade Representative (EOP)	USTR's Telework Managing Officer tracks telework hours through our automated time and attendance system to ensure employees have telework agreements and work closely with employee-led Employee Viewpoint Council to address concerns, update the policy as necessary and promote participation.
Overseas Private Investment Corporation	Telework is widely supported by the agency as episodic, medical and regular options.
Patent and Trademark Office	The USPTO continued to enhance its telework environment in FY 2015 by expanding telework opportunities (an increase of 760 teleworkers from FY14 to FY15) and developing skill sets specific to managing in a telework environment. The Telework Program Office (TPO), located in the office of the Chief Administrative Officer, is responsible for setting annual program goals and revisiting/reviewing these quarterly to ensure each measure/goal is on track and that telework project timelines are met. The TPO is responsible for collecting and analyzing quarterly telework data and reporting this data to agency heads and business units. The TPO is also responsible for conducting quarterly telework coordinator meetings with agency telework points of contact to communicate quarterly telework statistics and provide previous fiscal year data analysis, comparisons, discuss new pilot programs and guidelines, telework surveys, modifications to telework agreements, and address current research and/or federal initiatives that may affect agency telework programs. Results from the Employee Viewpoint Survey and the annual Telework Enhancement Act Pilot Program survey, internal to the USPTO, also provide significant data for telework program evaluation.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
Peace Corps	We're working to increase the Information Technology infrastructure to better support people teleworking. On January 8, 2015, Office of the Chief Information Officer is able to refresh 600 desktop computers to laptops to make telework easier, contributing to the 2014 goal for refreshing 80% of the desktops. Employees are able to use VM View and OWA to check email and also access the virtual private network (VPN) with a Peace Corps laptop. Overseas employees use VM Ware and VPN. In addition, the 20-50 laptops are available for checkout.
Securities and Exchange Commission	In FY2015, the SEC conducted a Telework Effectiveness project. The goal of this project was to ensure that SEC managers and employees have greater awareness and increased utilization of SEC specific telework procedures and protocols. Key deliverables included comprehensive communications, tools, and training that focused on three areas: accountability and accuracy of recording telework hours in the webTA (time and attendance) system; effective management training that focuses on leading and managing dispersed teams; effective employee training that focuses on communication, collaboration and teamwork amongst in office and teleworking staff; and improved technology and technology training, including job aids, to support in office and teleworking staff. During FY2015, the SEC analyzed baseline webTA telework coding data by comparing an employee's approved telework agreement and how the employee is recording their telework hours in webTA. Employees that recorded telework hours in webTA but did not have an approved telework agreement in place was also noted. Baseline data was analyzed in PP05 and subsequent data pulls were conducted in PP11 and PP20. After each data pull, managers were informed of employee discrepancies for future accuracy. Throughout the year, webTA telework coding messaging, that included job aids, were distributed to the SEC staff every two weeks and managers attended demonstrations on how to accurately record telework hours in the webTA system. The results over time showed an increased number of employees with a telework agreement in WorkSmart and accuracy in the recording of telework hours in webTA. FY15 PP5* PP11 PP20 Telework Indicator Usage % not in WorkSmart but using telework indicators 9% 3% 2% % using 'Periodic' correctly 51% 57% 59% % using 'Regular' correctly 47% 59% 66% % using 'Frequent' correctly 85% 85% 89% During FY2015, a total of 21 different telework-related courses (virtual, on-line or live) were offered. Ten new courses were offered and content of 11 courses was updated. In FY2015 there was a 29% increase in training participation for all courses over FY2014. Telework.gov's manager and employee training courses were made available on the SEC's learning management platform. The SEC provided several offerings of five (5) virtual vendor provided manager training courses that yielded excellent evaluations. The courses included: "How Leaders Create and Manage Dispersed Teams"; "Goal Setting and Accountability in a Remote Environment"; "Effective Coaching and Feedback Remotely"; "Leading Effective Virtual Meetings" and "Web Presentation Basics for Leaders" . Based on course evaluations, the managers also reported: Volume of Telework Communication: 5% Too Much; 87% About Right; 8% Not Enough Comfort level in managing your teleworkers: 21% Extremely Comfortable; 68% Comfortable; and 11% Neither Comfortable Nor Uncomfortable

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
Securities and Exchange Commission (Continued)	Two vendor provided employee telework training courses started in September 2015 that focused on communication, collaboration and teamwork amongst teleworkers and in office staff. In the fall FY16, the SEC provided several offerings of two (2) virtual employee training sessions which yielded excellent evaluations. The virtual employee training included: "The Success Factors of Virtual Teamwork: Best Practices for Working Remotely" and "Working on a Dispersed Team: Essential Skills for Remote Team Members". The SEC celebrated 'SEC Telework Week' in March 2015. The week featured employee and manager nominated Telework Champions. The week's events included the following: Monday, March 23: • "Telework Tools" training class Tuesday, March 24: • "Taking Care of Yourself While Teleworking" article featured in SEC Today • "Strategies for Managing Teleworkers" lunch-n-learn for managers. • "WebEx Power Users" training class Wednesday, March 25 • SEC Telework Week joint message from the Chair and NTEU Chapter President featured in the SEC Today • "How to Be an Effective Teleworker" training class Thursday, March 26 • "Weather-related telework" article featured in the SEC Today • "Records Management and Privacy Security for Teleworkers" lunch-n-learn • "Audio Visual, and Conferencing Best Practices" training class Friday, March 27 • Names and citations of Non-Supervisor Telework Champions Winners and Non-Supervisor Honorable Mentions and Supervisor Telework Champion Winners and Supervisor Honorable Mentions" were featured in the SEC Today. In FY2015, WebEx, a communication and collaboration technology to support telework was made available throughout the agency. WebEx training was offered to all SEC staff throughout FY2015. Several technology job aids were updated, distributed to SEC staff and posted on the Office of Information Technology Remote Access webpage. Conference room technology was updated to support the increase in number of teleworkers.
Small Business Administration	Fully implementing the automated telework form is leadership's top priority and will be a vehicle that would be used to promote telework and better evaluate SBA telework participation.
Social Security Administration	Our current program is governed by negotiated Memorandum of Understanding and labor agreements with the appropriate unions. The majority of our employees are in direct service positions that involve public contact and therefore are not eligible to telework. However, the agency's Telework Oversight Committee is actively working through technology issues and protection of all U.S. citizens' PII to expand our telework program. We have a pilot program that is expanding each quarter to allow more of the direct public contact employees to telework.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) plans, implements, and evaluates your program to promote the adoption of telework in your agency.
Tennessee Valley Authority	Ongoing education with Leaders is used so they understand the program is available. HR Generalists are the key liaison informing leaders.
Trade and Development Agency	USTDA's Remote Telework Program was introduced as a one-year Pilot Program in 2013 for one employee. Since being introduced in 2013, an additional staff member has participated in this program, which was regularized in 2014. The success of the Remote Telework Program was carefully evaluated. Survey questionnaires were distributed to the participants, their supervisors, co-workers and administrative staff members with whom they work. Results were analyzed and a report recommending regularizing the Remote Telework Program was prepared for the approval of Agency's Director and Deputy Director. Once approved, the Agency's Telework Policy was revised to include Remote Telework as a regular Telework option and discussed at a monthly Agency All Staff meeting.
U.S. AbilityOne Commission	Our agency numbers show that the agency leadership fully embraces and promotes telework use among staff members. Over 90% of the staff has used some form of telework.
U.S. Commission on Civil Rights	Management implemented the policy that all employees are eligible and it encourages them regularly to take advantage of this benefit. Hopefully when there is inclement weather they will take advantage of teleworking.
U.S. International Trade Commission	We regularly review and update our telework policy and procedures. The Telework Management Officer and Agency management officials encourage all supervisors to permit telework to the maximum extent possible for mission accomplishment. We evaluate employee satisfaction with our telework program by reviewing the results of the annual Federal Employee Viewpoint Survey as well as the number of participants and frequency of participation.
Chemical Safety and Hazard Investigation Board	Retention of employees and participation rate
Commodity Futures Trading Commission	CFTC's management plans to negotiate an expanded telework policy with our current unions to allow employees to telework more than 1-2 days per pay period, depending on their work schedule. The implementation of this expanded telework program also requires negotiation with our unions. Management plans on evaluating the success of this expanded program by measuring the frequency of telework and its correlation with the satisfaction index in the Annual Federal Employee Viewpoint Survey.

Agency	Consider Fiscal Year 2015. Please address how your agency's management (e.g., agency leadership, TMO, CHCO) <u>plans, implements, and evaluates</u> your program to promote the adoption of telework in your agency.
Consumer Financial Protection Bureau	CFPB fully supports the Telework Program and has implemented a new policy which allows for up to 3 days per week of routine/scheduled in addition to combining it with other flexible work schedule flexibilities. It also allows for extended situational telework for personal circumstances as well as for medical instances.
Pension Benefit Guaranty Corporation	Enhanced management training; established program in a new Department under new leadership; and enhanced reporting and tracking procedures.
Postal Regulatory Commission	The Commission has ensured that telework and other flexible work programs are part of the Commission's strategic planning process and are reviewed on an annual basis. In FY 15, after evaluating our Flexible Work Program, the Commission began work on expanding the Alternate Work Schedule and Telework offerings to improve our program.
U.S. Office of Special Counsel	We will be conducting telework agreement awareness annually.
Railroad Retirement Board	We request our senior managers review positions for telework eligibility and keep said information updated. As new leadership has come on board, there has been an increased emphasis in finding ways to extend the option to telework that ultimately benefits the mission of the Agency.
Broadcasting Board of Governors	This is a work in progress. In calendar year 2015, we implemented a new, more flexible telework policy, named a TMO and appointed and new Telework Coordinator. The mandatory training this year for teleworkers, created much visibility.

APPENDIX 17. Agency Management Efforts to Promote Telework

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Access Board				X					
Agency for International Development	X	X		X	X	X			
Appraisal Subcommittee, Federal Financial Institutions Examination Council									X
Central Intelligence Agency								Director's Working Group	
Consumer Product Safety Commission				X				Part of the orientation and Employee Engagement initiative	

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Court Services and Offender Supervision Agency	X	X		X	X			Supporting telework pilots	
Defense Nuclear Facilities Safety Board		X	X	X	X				
Department of Agriculture	X	X	X	X	X	X		Telework Assessment Survey completed in 2016 to drill further down in the Agency to identify specific areas of concern in maximizing Telework.	
Department of Commerce				X		X	X		

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Department of Defense	X	X		X	X	X			
Department of Education		X		X		X			
Department of Energy		X	X	X	X	X		The Secretary and Deputy Secretary sent a memo to all senior managers supporting the President's memorandum regarding Enhancing Workplace Flexibilities & Work-Life Programs	
Department of Health and Human Services		X			X	X	X		

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Department of Homeland Security				X	X				
Department of Housing and Urban Development	X	X		X	X				
Department of Justice	X	X	X	X	X	X			
Department of Labor	X	X	X	X		X	X		
Department of State	X	X	X	X	X			Department Notices and ALDAC cables for overseas posts	
Department of the Interior	X		X	X	X				

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Department of Transportation		X		X				DOT hiring managers and supervisors may include language in job advertisements posted on USAJobs indicating that positions are eligible for telework.	
Department of Treasury	X	X	X	X		X	X	As each bureau promotes telework differently, the checked practices represent a cross section of what the bureaus do, but are not common to all.	

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Department of Veterans Affairs	X	X		X	X				
Election Assistance Commission		X		X					
Environmental Protection Agency	X					X			
Equal Employment Opportunity Commission	X		X	X		X			
Executive Office of the President (Science and Technology)						X		Leaders promote this within their Division to their staff	
Export-Import Bank of the United States	X	X		X		X			

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Farm Credit Administration		X		X				FCA has used telework as a reasonable accommodation	
Farm Credit System Insurance Corporation				X		X			
Federal Communications Commission				X					
Federal Deposit Insurance Corporation	X	X	X	X	X	X	X		
Federal Energy Regulatory Commission	X	X		X					
Federal Housing Finance Agency	X			X		X			

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Federal Labor Relations Authority		X							
Federal Maritime Commission								Commission wide Telework Training	
Federal Mediation and Conciliation Service				X					
Federal Mine Safety and Health Review Commission	X			X					
Federal Retirement Thrift Investment Board	X	X		X		X		Telework tips of the week	

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Federal Trade Commission				X	X				
General Services Administration	X	X		X		X			
Institute of Museum and Library Services		X		X	X				
Japan-United States Friendship Commission									X
MACPAC (Medicaid and CHIP Payment and Access Commission)		X		X		X			
Marine Mammal Commission		X		X					

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Merit Systems Protection Board		X		X					
Millennium Challenge Corporation		X	X	X	X	X			
National Aeronautics and Space Administration				X	X	X			
National Archives and Records Administration	X	X		X					

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
National Capital Planning Commission	X			X				Communications on Telework Program Policy updates and reminders during all-staff and executive meetings, and via agency-wide email correspondence.	
National Credit Union Administration	X			X				Telework policy/instruction memorandums to employees and office heads.	
National Endowment for the Arts				X		X		New employee orientation	

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
National Endowment for the Humanities	X			X					
National Labor Relations Board		X		X					
National Mediation Board				X					
National Science Foundation	X	X			X		X		
National Transportation Safety Board								Use of internet to promote telework and provide information	
Nuclear Regulatory Commission	X	X		X	X				

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Nuclear Waste Technical Review Board									
Office of Government Ethics		X				X			
Office of Management and Budget (EOP)				X					
Office of National Drug Control Policy (EOP)		X		X		X			
Office of Navajo and Hopi Indian Relocation				X					X
Office of Personnel Management	X	X		X					

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Office of the United States Trade Representative (EOP)			X	X	X	X			
Overseas Private Investment Corporation	X	X	X	X				Telework is part of the New Employee Orientation.	
Patent and Trademark Office	X	X	X	X		X			
Peace Corps		X	X	X					
Securities and Exchange Commission	X	X		X	X	X	X		
Small Business Administration				X	X	X	X		

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Social Security Administration		X						Negotiated labor agreements came to fruition in FY14 and 15. In addition, our Telework Oversight Committee promotes ideas to overcome security and technology barriers.	
Tennessee Valley Authority									X
Trade and Development Agency	X	X		X		X		Discussion of telework at new employee briefings	
U.S. AbilityOne Commission		X		X	X				

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
U.S. Commission on Civil Rights	X	X		X		X			
U.S. International Trade Commission		X		X		X			
Chemical Safety and Hazard Investigation Board	X								
Commodity Futures Trading Commission				X					
Consumer Financial Protection Bureau		X		X					
Pension Benefit Guaranty Corporation				X		X		Management Training	

Agency	Aligns telework with agency strategic goals and mission	Advocates telework in agency-wide meetings (e.g., all-hands meetings)	Uses telework goal setting and measurement to hold managers accountable	Emphasizes telework as part of COOP (continuity of operations plan) events	Special telework events (e.g., telework awareness weeks, telework drills)	Agency-wide emails of support	Signs/posters	Other. Please describe:	Our agency has taken no action to specifically promote telework since the last data call
Postal Regulatory Commission	X	X		X					
U.S. Office of Special Counsel	X	X		X	X	X	X		
Railroad Retirement Board								Pilot programs in positions otherwise deemed ineligible to telework and re-visiting telework position eligibility	
Broadcasting Board of Governors				X		X	X		

Note: Blank cells indicate that no data were reported.

APPENDIX 18. OPM's Assessments of Agencies' Progress towards Meeting 2014 Participation Goals

The following tables show agencies' stated total, frequent, and infrequent participation goals for 2014, agency self-assessments of whether they met their goal, and an assessment by OPM of whether agencies met their goals according to reported participation data. Agencies where given the opportunity to set both numeric and percentage goals. In an effort to recognize any agency successes, OPM considered either goal for this assessment.

OPM's assessment of agency's participation goal progress, with the following assessment categories shown:

- Yes, met: OPM's independent assessment showed the established 2014 participation goal (numeric or percentage) was met
- No, not met: OPM's independent assessment showed the agency did not meet its established numeric or percentage participation goal 2013
- No goal was provided for 2013: the agency participated in the 2013 Data Call but was unable or elected not to provide a 2014 participation goal
- Unable to independently verify: OPM was unable to independently verify either because the agency did not set any goal or the method for assessment was unclear

Additionally, some agencies were unable to report fiscal year telework participation data. For these agencies, September participation data was used to determine the assessment of met goals. These assessments are marked with an asterisk (*).

Assessment of Total Participation Goal

Agency	Agency's reported assessment	Agency's reported total numeric goal from 2014 Data Call	Agency's reported total percentage goal from 2014 Data Call	OPM's assessment
Access Board	Yes	26		Yes, met
Agency for International Development	Yes		20%	Yes, met
Appraisal Subcommittee, Federal Financial Institutions Examination Council	Yes	12		No, not met
Central Intelligence Agency	Not applicable			No goal provided
Consumer Product Safety Commission	Yes		5%	Yes, met

Agency	Agency's reported assessment	Agency's reported total numeric goal from 2014 Data Call	Agency's reported total percentage goal from 2014 Data Call	OPM's assessment
Court Services and Offender Supervision Agency	Yes	644	54%	No, not met*
Defense Nuclear Facilities Safety Board	Yes		70%	Yes, met
Department of Agriculture	No		100%	No, not met
Department of Commerce	No		30%	No, not met *
Department of Defense	Yes		2%	Yes, met
Department of Education	Yes		85%	No, not met*
Department of Energy	Yes		38%	Yes, met
Department of Health and Human Services	Yes			No goal provided
Department of Homeland Security	Yes		50%	No, not met
Department of Housing and Urban Development	Yes		50%	Yes, met
Department of Justice	Yes		10%	Yes, met
Department of Labor	Yes		45%	Yes, met
Department of State	Yes	5098	35%	No, not met
Department of the Interior	Yes		128%	Unable to independently verify
Department of Transportation	Not applicable			No goal provided
Department of Treasury	No	56436		No, not met
Department of Veterans Affairs	Yes		47%	Yes, met
Election Assistance Commission	Yes	28		Yes, met

Agency	Agency's reported assessment	Agency's reported total numeric goal from 2014 Data Call	Agency's reported total percentage goal from 2014 Data Call	OPM's assessment
Environmental Protection Agency	Yes		5%	Yes, met
Equal Employment Opportunity Commission	Yes	1080	46%	Yes, met
Export-Import Bank of the United States	Not applicable	207	65%	Yes, met
Farm Credit Administration	Yes	100	100%	Yes, met
Farm Credit System Insurance Corporation	Yes			No goal provided
Federal Communications Commission	Not applicable		65%	No, not met
Federal Deposit Insurance Corporation	Yes		35%	Yes, met
Federal Energy Regulatory Commission	Yes		0%	No goal provided
Federal Housing Finance Agency	Yes			No goal provided
Federal Labor Relations Authority	Not applicable		96%	No, not met
Federal Maritime Commission	Not applicable	46		No, not met
Federal Mediation and Conciliation Service	No	203	10%	Yes, met
Federal Mine Safety and Health Review Commission	Not applicable		80%	No, not met
Federal Retirement Thrift Investment Board	Not applicable	180	100%	No, not met *
Federal Trade Commission	No	20	15%	Yes, met
General Services Administration	Yes			No goal provided

Agency	Agency's reported assessment	Agency's reported total numeric goal from 2014 Data Call	Agency's reported total percentage goal from 2014 Data Call	OPM's assessment
Institute of Museum and Library Services	Not applicable		75%	No, not met
Japan-United States Friendship Commission	No			No goal provided
MACPAC (Medicaid and CHIP Payment and Access Commission)	Not applicable			No goal provided
Marine Mammal Commission	Not applicable		33%	Yes, met
Merit Systems Protection Board	Yes	136	69%	No, not met
Millennium Challenge Corporation	No		10%	Yes, met
National Aeronautics and Space Administration	Yes		21%	Yes, met
National Archives and Records Administration	Yes		45%	Yes, met
National Capital Planning Commission	No		90%	No, not met *
National Credit Union Administration	Yes	300		No, not met
National Endowment for the Arts	Yes	100		No, not met
National Endowment for the Humanities	Yes		75%	No, not met*
National Labor Relations Board	No			No goal provided
National Mediation Board	Not applicable			No goal provided
National Science Foundation	Not applicable		85%	Yes, met
National Transportation Safety Board	No		95%	No, not met
Nuclear Regulatory Commission	Yes		60%	No, not met

Agency	Agency's reported assessment	Agency's reported total numeric goal from 2014 Data Call	Agency's reported total percentage goal from 2014 Data Call	OPM's assessment
Nuclear Waste Technical Review Board	No		60%	Yes, met
Office of Government Ethics				No goal provided
Office of Navajo and Hopi Indian Relocation	Not applicable			No goal provided
Office of Personnel Management	Yes		30%	Yes, met *
Overseas Private Investment Corporation		210	30%	Yes, met
Peace Corps	Not applicable			No goal provided
Securities and Exchange Commission	Yes		65%	No, not met
Small Business Administration	Yes	600		Unable to independently verify
Social Security Administration	Not applicable	8200		Yes, met
Tennessee Valley Authority	Yes	240		No, not met
Trade and Development Agency	Not applicable			No goal provided
U.S. AbilityOne Commission	No	26		Yes, met
U.S. Commission on Civil Rights	Not applicable			No goal provided
U.S. International Trade Commission	Yes	300		No, not met
Chemical Safety and Hazard Investigation Board	Not applicable			No goal provided
Commodity Futures Trading Commission	Not applicable	275		No, not met*

Agency	Agency's reported assessment	Agency's reported total numeric goal from 2014 Data Call	Agency's reported total percentage goal from 2014 Data Call	OPM's assessment
Consumer Financial Protection Bureau	Yes	820	57%	Yes, met
Pension Benefit Guaranty Corporation	Yes	720	75%	No, not met
U.S. Office of Special Counsel	No			No goal provided
Railroad Retirement Board	Yes		10%	Yes, met
Broadcasting Board of Governors	Yes	1540		No, not met*

Note: Blank cells indicate that no data were reported.

Assessment of Frequent Participation Goal

Agency	Agency's reported assessment	Agency's reported frequent numeric goal from 2014 Data Call	Agency's reported frequent percentage goal from 2014 Data Call	OPM's assessment
Access Board	Yes	2		Yes, met
Agency for International Development	Yes		5%	Yes, met
Appraisal Subcommittee, Federal Financial Institutions Examination Council	Yes	5		Yes, met
Central Intelligence Agency	Not applicable			No goal provided
Consumer Product Safety Commission	Yes			No goal provided
Court Services and Offender Supervision Agency	Yes	71	6%	Yes, met*
Defense Nuclear Facilities Safety Board	Yes		10%	No, not met
Department of Agriculture	No		60%	No, not met

Agency	Agency's reported assessment	Agency's reported frequent numeric goal from 2014 Data Call	Agency's reported frequent percentage goal from 2014 Data Call	OPM's assessment
Department of Commerce	No		75%	No, not met*
Department of Defense	Yes		2%	Yes, met
Department of Education	Yes	1100		Unable to independently verify*
Department of Energy	Yes			No goal provided
Department of Health and Human Services	Yes		18%	Yes, met
Department of Homeland Security	Yes		10%	Yes, met
Department of Housing and Urban Development	Yes			No goal provided
Department of Justice	Yes		25%	No, not met
Department of Labor	Yes			No goal provided
Department of State	Yes	1020	20%	No, not met
Department of the Interior	Yes		128%	Unable to independently verify
Department of Transportation	Not applicable			No goal provided
Department of Treasury	No			No goal provided
Department of Veterans Affairs	Yes			No goal provided
Election Assistance Commission	Yes	26		No, not met

Agency	Agency's reported assessment	Agency's reported frequent numeric goal from 2014 Data Call	Agency's reported frequent percentage goal from 2014 Data Call	OPM's assessment
Environmental Protection Agency	Yes			No goal provided
Equal Employment Opportunity Commission	Yes	162		Yes, met
Export-Import Bank of the United States	Yes			No goal provided
Farm Credit Administration	Yes	80	80%	No, not met
Farm Credit System Insurance Corporation	Not applicable			No goal provided
Federal Communications Commission	Yes			No goal provided
Federal Deposit Insurance Corporation	Yes	300		Yes, met
Federal Energy Regulatory Commission	Yes		0%	No goal provided
Federal Housing Finance Agency	Not applicable			No goal provided
Federal Labor Relations Authority	Not applicable		15%	Yes, met
Federal Maritime Commission	No	0		No goal provided
Federal Mediation and Conciliation Service	Not applicable	2	100%	Unable to independently verify
Federal Mine Safety and Health Review Commission	Not applicable		16%	No, not met
Federal Retirement Thrift Investment Board	No	100	45%	No, not met*

Agency	Agency's reported assessment	Agency's reported frequent numeric goal from 2014 Data Call	Agency's reported frequent percentage goal from 2014 Data Call	OPM's assessment
Federal Trade Commission	Yes	5	5%	Yes, met
General Services Administration	Not applicable			No goal provided
Institute of Museum and Library Services	No			No goal provided
Japan-United States Friendship Commission	Not applicable			No goal provided
MACPAC (Medicaid and CHIP Payment and Access Commission)	Not applicable			No goal provided
Marine Mammal Commission	Yes		8%	Yes, met
Merit Systems Protection Board	No	82	60%	No, not met
Millennium Challenge Corporation	Yes			No goal provided
National Aeronautics and Space Administration	Yes	400		No, not met
National Archives and Records Administration	No		2%	Yes, met
National Capital Planning Commission	Yes			No goal provided*
National Credit Union Administration	Yes	115		Yes, met
National Endowment for the Arts	Yes	4		Yes, met
National Endowment for the Humanities	No		45%	No, not met*
National Labor Relations Board	Not applicable			No goal provided
National Mediation Board	Not applicable			No goal provided

Agency	Agency's reported assessment	Agency's reported frequent numeric goal from 2014 Data Call	Agency's reported frequent percentage goal from 2014 Data Call	OPM's assessment
National Science Foundation	No	275		Yes, met
National Transportation Safety Board	Yes	150		No, not met
Nuclear Regulatory Commission	No			No goal provided
Nuclear Waste Technical Review Board				No goal provided
Office of Government Ethics	Not applicable			No goal provided
Office of Navajo and Hopi Indian Relocation	Not applicable			No goal provided
Office of Personnel Management	Yes		20%	Yes, met*
Overseas Private Investment Corporation	Not applicable			No goal provided
Peace Corps	Not applicable			No goal provided
Securities and Exchange Commission	No		25%	No, not met
Small Business Administration	Not applicable			No goal provided
Social Security Administration	Yes			No goal provided
Tennessee Valley Authority	Not applicable			No goal provided
Trade and Development Agency	Not applicable			No goal provided
U.S. AbilityOne Commission	Yes	16		No, not met
U.S. Commission on Civil Rights	Yes	0	0%	No goal

Agency	Agency's reported assessment	Agency's reported frequent numeric goal from 2014 Data Call	Agency's reported frequent percentage goal from 2014 Data Call	OPM's assessment
				provided
U.S. International Trade Commission	No	30		No, not met
Chemical Safety and Hazard Investigation Board	Yes			No goal provided
Commodity Futures Trading Commission	Yes		15%	No, not met*
Consumer Financial Protection Bureau	Yes	63	5%	Yes, met
Pension Benefit Guaranty Corporation	No			No, goal
U.S. Office of Special Counsel	Not applicable			No goal provided
Railroad Retirement Board	Yes		5%	Yes, met
Broadcasting Board of Governors	No	0		No goal provided*

Note: Frequent telework is defined as telework occurring "3 or more days during a two week period." Blank cells indicate that no data were reported.

Assessment of Infrequent Participation Goal

Agency	Agency's reported assessment	Agency's reported infrequent numeric goal from 2014 Data Call	Agency's reported infrequent percentage goal from 2014 Data Call	OPM's assessment
Access Board	Yes	24		Yes, met
Agency for International Development	Yes		20%	Yes, met
Appraisal Subcommittee, Federal Financial Institutions Examination	Yes	7		No, not met

Agency	Agency's reported assessment	Agency's reported infrequent numeric goal from 2014 Data Call	Agency's reported infrequent percentage goal from 2014 Data Call	OPM's assessment
Council				
Central Intelligence Agency	Not applicable			No goal provided
Consumer Product Safety Commission	Yes			No goal provided
Court Services and Offender Supervision Agency	Yes	236	20%	Yes, met*
Defense Nuclear Facilities Safety Board	Yes		30%	No, not met
Department of Agriculture	No			No goal provided
Department of Commerce	No		10%	Yes, met*
Department of Defense	Yes		2%	Yes, met
Department of Education	Yes	1100		No, not met*
Department of Energy	Yes			No goal provided
Department of Health and Human Services	Yes			No goal provided
Department of Homeland Security	Yes		40%	No, not met
Department of Housing and Urban Development	Yes			No goal provided
Department of Justice	Yes		45%	No
Department of Labor	Yes			No goal provided
Department of State	Yes	4078	80%	Yes, met
Department of the Interior	Yes		128%	Unable to independently

Agency	Agency's reported assessment	Agency's reported infrequent numeric goal from 2014 Data Call	Agency's reported infrequent percentage goal from 2014 Data Call	OPM's assessment
				verify
Department of Transportation	Not applicable			No goal provided
Department of Treasury	No			No goal provided
Department of Veterans Affairs	Yes			No goal provided
Election Assistance Commission	Yes	2		Yes, met
Environmental Protection Agency	Yes			No goal provided
Equal Employment Opportunity Commission	Yes	108		Yes, met
Export-Import Bank of the United States	Yes			No goal provided
Farm Credit Administration	Yes	20	20%	Yes, met
Farm Credit System Insurance Corporation	Not applicable			No goal provided
Federal Communications Commission	Yes			No goal provided
Federal Deposit Insurance Corporation	Yes	50		Yes, met
Federal Energy Regulatory Commission	Yes		10%	Yes, met
Federal Housing Finance Agency	Not applicable			No goal provided
Federal Labor Relations Authority	Not applicable		29%	Yes, met

Agency	Agency's reported assessment	Agency's reported infrequent numeric goal from 2014 Data Call	Agency's reported infrequent percentage goal from 2014 Data Call	OPM's assessment
Federal Maritime Commission	No	0		No goal provided
Federal Mediation and Conciliation Service	Not applicable	201	10%	No, not met
Federal Mine Safety and Health Review Commission	Not applicable		19%	Yes, met
Federal Retirement Thrift Investment Board	No	60	30%	No, not met*
Federal Trade Commission	Yes	10	10%	Yes, met
General Services Administration	Not applicable			No goal provided
Institute of Museum and Library Services	No			No goal provided
Japan-United States Friendship Commission	Not applicable			No goal provided
MACPAC (Medicaid and CHIP Payment and Access Commission)	Not applicable			No goal provided
Marine Mammal Commission	Yes		25%	No, not met
Merit Systems Protection Board	No	54	40%	No, not met
Millennium Challenge Corporation	Yes		10%	Yes, met
National Aeronautics and Space Administration	Yes	3600		No, not met
National Archives and Records Administration	No		20%	Yes, met
National Capital Planning	Yes		25%	Yes, met*

Agency	Agency's reported assessment	Agency's reported infrequent numeric goal from 2014 Data Call	Agency's reported infrequent percentage goal from 2014 Data Call	OPM's assessment
Commission				
National Credit Union Administration	Yes	25		Yes, met
National Endowment for the Arts	Yes	35		No, not met
National Endowment for the Humanities	No		30%	Yes, met*
National Labor Relations Board	Not applicable			No goal provided
National Mediation Board	Not applicable			No goal provided
National Science Foundation	No	308		Yes, met
National Transportation Safety Board	Yes	75		No, not met
Nuclear Regulatory Commission	No			No goal provided
Nuclear Waste Technical Review Board		100	100%	No goal provided
Office of Government Ethics	Not applicable			No goal provided
Office of Navajo and Hopi Indian Relocation	Not applicable			No goal provided
Office of Personnel Management	Yes		10%	Yes, met*
Overseas Private Investment Corporation	Not applicable	60	45%	Yes, met
Peace Corps	Not applicable			No goal

Agency	Agency's reported assessment	Agency's reported infrequent numeric goal from 2014 Data Call	Agency's reported infrequent percentage goal from 2014 Data Call	OPM's assessment
				provided
Securities and Exchange Commission	No		10%	Yes, met
Small Business Administration	Not applicable			No goal provided
Social Security Administration	Yes	8200		Unable to independently verify
Tennessee Valley Authority	Not applicable			No goal provided
Trade and Development Agency	Not applicable			No goal provided
U.S. AbilityOne Commission	Yes	10		No, not met
U.S. Commission on Civil Rights	Yes	100	3%	Yes, met
U.S. International Trade Commission	No	270		No, not met
Chemical Safety and Hazard Investigation Board	Yes			No goal provided
Commodity Futures Trading Commission	Yes		30%	No, not met*
Consumer Financial Protection Bureau	Yes	230	16%	Yes, met
Pension Benefit Guaranty Corporation	No			No goal provided
U.S. Office of Special Counsel	Not applicable			No goal provided
Railroad Retirement Board	Yes		5%	Yes, met

Agency	Agency's reported assessment	Agency's reported infrequent numeric goal from 2014 Data Call	Agency's reported infrequent percentage goal from 2014 Data Call	OPM's assessment
Broadcasting Board of Governors	No	427		No, not met*

Note: Infrequent routine telework is defined as telework occurring "no more than once per month" and/or "1-2 days during a two week period." *Blank cells indicate that no data were reported.*

Several agencies were not required to participate in the Data Call nonetheless elected to do so for some part of the reporting period considered here. They are listed below to showcase their work and for information purposes.

Total Participation

Voluntary Agency Participants	Agency's reported assessment	Agency's reported total numeric goal from 2014 Data Call	Agency's reported total percentage goal from 2014 Data Call	OPM's assessment
Office of Science and Technology (EOP)	Not applicable			No goal provided
Office of Management and Budget (EOP)	Yes	65	15%	Yes, met
Office of National Drug Control Policy (EOP)				No goal provided
Office of the United States Trade Representative (EOP)	Yes	50	25%	**Yes, met**
Patent and Trademark Office	Yes	300		**Yes, met**
Postal Regulatory Commission	Yes	27	39%	Yes, met

Note: Blank cells indicate that no data were reported.

Frequent Participation

Voluntary Agency Participants	Agency's reported assessment	Agency's reported frequent numeric goal from 2014 Data Call	Agency's reported frequent percentage goal from 2014 Data Call	OPM's assessment
Office of Science and Technology (EOP)	Not applicable			No goal provided
Office of Management and Budget (EOP)	Yes	0	0	No goal provided
Office of National Drug Control Policy (EOP)				No goal provided
Office of the United States Trade Representative (EOP)	Yes	0	0	No goal provided
Patent and Trademark Office	Yes	250		Yes, met
Postal Regulatory Commission	Yes			No goal provided

Note: Blank cells indicate that no data were reported.

Infrequent Participation

Voluntary Agency Participants	Agency's reported assessment	Agency's reported infrequent numeric goal from 2014 Data Call	Agency's reported infrequent percentage goal from 2014 Data Call	OPM's assessment
Office of Science and Technology (EOP)	Not applicable			No goal provided
Office of Management and Budget (EOP)	Yes	65	15%	Yes, met
Office of National Drug Control Policy (EOP)				No goal provided
Office of the United States Trade Representative (EOP)	Yes	50	25%	No, not met
Patent and Trademark Office	Yes	50		Yes, met
Postal Regulatory Commission	Yes	27	39%	Yes, met

Note: Blank cells indicate that no data were reported.

APPENDIX 19. Agencies' Reported Reasons for Missing Fiscal Year 2014 Participation Goals and Reported Efforts to Limit Barriers to Meeting Future Goals

Agency	Reason agency did not meet FY 2014 participation goal	Actions underway to identify and eliminate barriers to maximizing telework participation
Department of Agriculture	Many barriers still exist at USDA in maximizing Telework such as manager's resistance, security concerns, equipment, etc.	USDA has developed an Agency wide Telework Assessment Survey to identify sub-agency areas of concern to provide additional guidance, training and support.
Department of Commerce	We set an overly ambitious goal for FY14.	In FY 2015, the Department engaged in Pre-Decisional Involvement with the labor members of the Department Forum in the development of the new Department Telework Policy now in place. We constantly encourage employees to avail themselves of telework where telework is appropriate given the work or environmental situations.
Department of Treasury	Goal for Number of Employees Teleworking: While Treasury did not accomplish its active participant goal, 7 of the 12 bureaus showed an increase in participation. As improvements continue to be made in telework data capture, we expect the ability to accurately forecast to improve as well. Goal for Percentage of Eligibles Teleworking: Treasury did not have a systematic and reliable way to determine eligible employees until late in CY 2104. Treasury now has an identifier in HR Connect that permits a more reliable count.	Education and proper implementation of telework for employees and supervisor's/manager's. Continue to educate Managers of the benefits of telework.

Agency	Reason agency did not meet FY 2014 participation goal	Actions underway to identify and eliminate barriers to maximizing telework participation
Federal Maritime Commission	The Commission was unable to meet the telework goal for FY14 due to the decrease in size of the Commission's total workforce. The Commission lost 15 employees in FY14.	To eliminate any potential barriers to telework, our Office of Information Technology has laptops available for employees to borrow for telework. Also the Office of Human Resources offers refresher telework training to both employees and supervisors to offer ideas/insight to the types of work that can be transportable to enable all employees to telework. Additionally effective November 2015, HR and FMC Senior Leaders implemented FMC's Modernized Telework Program to remove the limitations on the number of days employees could telework to align FMC with the rest of the federal government and encompass the OPM guidelines.
Federal Retirement Thrift Investment Board	Telework program was revised in FRTIB in 2015. Past barriers that limited maximum impact of program participation included restrictions in the policy that did not allow employees to telework for more than one day per week. We anticipate with the newly revised policy and flexibilities that participation will increase.	Telework program was revised in FRTIB in 2015. Past barriers that limited maximum impact of program participation included restrictions in the policy that did not allow employees to telework for more than one day per week. We anticipate with the newly revised policy and flexibilities that participation will increase.
Institute of Museum and Library Services	Staff turnover, older model laptops, slow VPN.	Upgraded laptops (surface pros) were distributed in June, and the VPN capability was improved.
Merit Systems Protection Board	Many telework eligible employees are not allowed to telework simply due to some management objections based on their perception that the work of a group of their employees is not conducive to telework. This belief is not a consensus belief but is a respected one from our most senior leadership.	We are continuing to debate the issue with some of our managers that are reluctant to allow for broader participation, we will maintain our 2013 participation goal for non-routine telework for 2015.

Agency	Reason agency did not meet FY 2014 participation goal	Actions underway to identify and eliminate barriers to maximizing telework participation
National Archives and Records Administration	NARA's telework participation rate is tracked by our Performance Measurement Reporting System (PMRS). The data entered into PMRS is pulled from our T&A system. Fiscal year 2014 participation rate was 42.68 percent. We believe the small decline in the participation rate was due to misunderstandings of the policy. This was derived by feedback received during organizational telework training sessions.	NARA is currently revising its Telework Program policy to ensure there is clear guidance on all aspects of its program. We will also expand individual organizational telework sessions, agency-wide employee telework sessions, and agency-wide supervisor telework sessions to ensure that all staff have the same level of policy understanding.
National Endowment for the Humanities	The time frame observed focused on the conclusion of FY 2014 which was a critical deadline driven time for the NEH. Various events required employees to be on-site for planning, coordination and execution and telework was not appropriate during this time which reduced the overall telework participation rate.	OHR has worked closely with supervisors to identify all positions that are telework eligible. The NEH's telework policy was updated, with assistance from the AFGE local 3403, to ensure effective use of telework with expectations of increased employee productivity and improved work/life balance. According to 2014 Federal Employees Viewpoint Survey, the NEH received 80.4% positive responses regarding satisfaction with the telework program. Telework continues to be encouraged agency wide especially during inclement weather or special events in the Washington DC area where transportation would be impacted.

Agency	Reason agency did not meet FY 2014 participation goal	Actions underway to identify and eliminate barriers to maximizing telework participation
National Science Foundation	NSF exceeded two of our three FY14 participation goals. First, we set a goal to have 85% of eligible employees recording at least one instance of telework. In FY14, NSF had 91% of employees recording at least one instance of telework. Second, we set a goal to have 275 employees recording frequent telework (e.g., 3 or more days per pay period). In FY14, NSF had 293 employees recording frequent telework per pay period. Third, we set a goal to have 308 employees recording infrequent telework (e.g., 2 or fewer days per pay period). In FY14, NSF had 262 employees recording infrequent telework per pay period. NSF may not have achieved our infrequent telework goal because employees are teleworking instead in greater and greater numbers frequently (3+ days a pay period) and periodically via situational telework agreements. Our overall telework participation has soared from 83% in FY13 to 91% in FY14 and to 94% in FY15.	Since the issuance of the new telework policy, we updated our telework website and the telework program's informational materials for staff. In addition, the Telework Managing Officer (TMO) has given numerous briefings to customer organizations and facilitated discussions on how to work through organizational telework concerns. The TMO has worked individually with Directorates/Divisions across the agency to review local telework procedures to identify where updates may be needed to comply with the new telework policy. She also has worked with employees, supervisors and senior managers on how to effectively implement telework in their organization, encouraging a collaborative approach between supervisors and employees to support increased telework usage and generally a more robust NSF telework program. In July 2015, NSF launched a reconfigured electronic telework agreement tracking system in compliance with the agency's new telework policy, featuring additional enhancements and flexibilities included in the policy. The launch of the reconfigured system was supported through a comprehensive communications campaign featuring a series of homepage web announcements and articles issued to workforce via the official agency electronic newsletter, as well as new and updated training materials (new tip sheets) to assist staff with using the new system. The NSF CHCO was extremely supportive of our efforts to complete the development of the system. Over the last two years, we have continued to make efforts to provide training to encourage an increase in the use of telework flexibilities across the agency. We are finalizing the development of a comprehensive training for supervisors of teleworkers which includes a component on performance management and provides tools and best practices for the management of virtual teams. This training is scheduled to be released within FY16. In the interim, we made efforts to provide training to encourage use of telework by creating special training modules in NSF's supervisory training course, which includes sections on work/life balance programs. The training features an exercise on helping supervisors overcome challenges with telework that also helps them realize the benefits of telework. This training is designed as a cohort-sharing experience with a focus on engaging in explorative learning exercises, (i.e., it is not simply HR talking about the telework policy, but rather staff sharing their experiences). We believe this type of training is a best practice for educating supervisors about the benefits of telework.

Agency	Reason agency did not meet FY 2014 participation goal	Actions underway to identify and eliminate barriers to maximizing telework participation
Nuclear Regulatory Commission	We did not identify any barriers such as policy, upper management support or technology that would have prevented the agency from meeting its participation goal.	1. We will be educating the staff on new telework policies. 2. We will evaluate options for establishing an automated system that will track telework participation more efficiently.
Securities and Exchange Commission	The SEC achieved the '2> per two weeks' goal in FY14 but did not achieve the 'Eligible' and '3+days per two weeks' goals. Despite this, the SEC has a very robust telework program with 82% of the SEC staff being on an active telework agreement at the end of FY2015. According to the 2015 FEVS, 86% of the SEC staff reported being satisfied with the telework program, compared to 78% government-wide; 85% reported that they were notified of their eligibility to telework, compared to 38% government-wide; and the SEC more than doubled the participation in each telework category, compared to government-wide results. The SEC will continue to encourage employees to actively participate in the program. However, going forward our focus is primarily on qualitative telework factors, as opposed to quantitative factors, to measure program success.	The SEC will continue to focus on qualitative telework factors to eliminate barriers such as providing training for managers in leading and managing a teleworking staff; training for employees in communication, collaboration and teamwork amongst teleworking and in-office staff; and technological improvements and training to remedy technological barriers. Currently the SEC is testing technology solutions in one Division with the plan to expand the solutions agency-wide in the future.
U.S. International Trade Commission	Budget constraints led to technological limitations that made increasing telework less possible. Further, the mission need for in person team interactions has limited telework.	We hope to deploy some improved technology using our anticipated budget which should lead to a modest increase.

Agency	Reason agency did not meet FY 2014 participation goal	Actions underway to identify and eliminate barriers to maximizing telework participation
Pension Benefit Guaranty Corporation	Change in program ownership, telework coordinator, and management leadership	Organizational change management activities are occurring for the telework program to increase overall participation. PBGC plans to move to a GSA facility in 2018 - 2020. As a part of this effort reduction in space needs are anticipated. More teleworking will reduce the overall space needs.
Broadcasting Board of Governors	It is indeterminate if we did or didn't meet goals due to inconsistent reporting and inadequate record keeping systems. This i being corrected.	New Telework policy launched this year and learning requirements for teleworkers and supervisors were implemented. ?also tying telework to our COOP plan.

APPENDIX 20. Fiscal Year 2016 Participation Goals - Type of Goal Set

Organizations Required to Respond	Total Participation Goal Set for FY 2016?	Frequent Participation Goal Set for FY 2016?	Infrequent Participation Goal Set for FY 2016?	Situational Participation Goal Set for FY 2016?
Access Board	Yes	Yes	Yes	Yes
Agency for International Development	Yes	Yes	Yes	Yes
Appraisal Subcommittee, Federal Financial Institutions Examination Council	Yes	Yes	Yes	Yes
Central Intelligence Agency	No	No	No	No
Consumer Product Safety Commission	Yes	Yes	Yes	Yes
Court Services and Offender Supervision Agency	Yes	Yes	Yes	Yes
Defense Nuclear Facilities Safety Board	Yes	Yes	Yes	Yes
Department of Agriculture	Yes	No	Yes	Yes
Department of Commerce	Yes	No	No	No
Department of Defense	Yes	Yes	Yes	Yes
Department of Education	Yes	Yes	Yes	Yes
Department of Energy	Yes	No	No	No
Department of Health and Human Services	No	No	No	No
Department of Homeland Security	Yes	No	No	No
Department of Housing and Urban Development	Yes	No	No	No
Department of Justice	No	No	No	No
Department of Labor	Yes	No	No	No
Department of State	Yes	No	No	Yes
Department of the Interior	Yes	No	No	No

Organizations Required to Respond	Total Participation Goal Set for FY 2016?	Frequent Participation Goal Set for FY 2016?	Infrequent Participation Goal Set for FY 2016?	Situational Participation Goal Set for FY 2016?
Department of Transportation	No	No	No	No
Department of Treasury	Yes	No	No	No
Department of Veterans Affairs	Yes	No	Yes	No
Election Assistance Commission	Yes	Yes	Yes	Yes
Environmental Protection Agency	No	No	No	No
Equal Employment Opportunity Commission	Yes	Yes	Yes	Yes
Export-Import Bank of the United States	Yes	Yes	Yes	Yes
Farm Credit Administration	Yes	Yes	Yes	Yes
Farm Credit System Insurance Corporation	Yes	No	No	No
Federal Communications Commission	Yes	No	No	No
Federal Deposit Insurance Corporation	Yes	Yes	Yes	Yes
Federal Energy Regulatory Commission	No	No	No	No
Federal Housing Finance Agency	Yes	No	No	No
Federal Labor Relations Authority	Yes	Yes	Yes	Yes
Federal Maritime Commission	Yes	Yes	Yes	Yes
Federal Mediation and Conciliation Service	Yes	Yes	No	Yes
Federal Mine Safety and Health Review Commission	No	No	No	No
Federal Retirement Thrift Investment Board	Yes	Yes	Yes	Yes
Federal Trade Commission	Yes	Yes	Yes	Yes
General Services Administration	No	No	No	No

Organizations Required to Respond	Total Participation Goal Set for FY 2016?	Frequent Participation Goal Set for FY 2016?	Infrequent Participation Goal Set for FY 2016?	Situational Participation Goal Set for FY 2016?
Institute of Museum and Library Services	Yes	Yes	Yes	Yes
Japan-United States Friendship Commission	Yes	Yes	Yes	Yes
MACPAC (Medicaid and CHIP Payment and Access Commission)	Yes	Yes	Yes	Yes
Marine Mammal Commission	Yes	Yes	Yes	Yes
Merit Systems Protection Board	Yes	Yes	Yes	Yes
Millennium Challenge Corporation	Yes	Yes	Yes	Yes
National Aeronautics and Space Administration	Yes	Yes	Yes	Yes
National Archives and Records Administration	Yes	Yes	Yes	Yes
National Capital Planning Commission	Yes	Yes	No	Yes
National Credit Union Administration	Yes	Yes	Yes	Yes
National Endowment for the Arts	Yes	Yes	Yes	No
National Endowment for the Humanities	Yes	Yes	Yes	Yes
National Labor Relations Board	Yes	Yes	Yes	Yes
National Mediation Board	Yes	Yes	Yes	Yes
National Science Foundation	Yes	Yes	Yes	Yes
National Transportation Safety Board	Yes	Yes	Yes	Yes
Nuclear Regulatory Commission	Yes	Yes	Yes	Yes
Nuclear Waste Technical Review Board	No	No	No	No
Office of Government Ethics	No	No	No	No
Office of Navajo and Hopi Indian Relocation	No	No	No	No

Organizations Required to Respond	Total Participation Goal Set for FY 2016?	Frequent Participation Goal Set for FY 2016?	Infrequent Participation Goal Set for FY 2016?	Situational Participation Goal Set for FY 2016?
Office of Personnel Management	Yes	Yes	Yes	Yes
Overseas Private Investment Corporation	No	No	No	No
Peace Corps	No	No	No	No
Securities and Exchange Commission	Yes	Yes	Yes	Yes
Small Business Administration	Yes	No	No	No
Social Security Administration	Yes	No	No	No
Tennessee Valley Authority	Yes	No	No	No
Trade and Development Agency	Yes	No	Yes	Yes
U.S. AbilityOne Commission	Yes	No	No	No
U.S. Commission on Civil Rights	No	No	No	No
U.S. International Trade Commission	Yes	Yes	Yes	No
Chemical Safety and Hazard Investigation Board	Yes	No	No	No
Commodity Futures Trading Commission	Yes	Yes	No	Yes
Consumer Financial Protection Bureau	Yes	Yes	Yes	Yes
Pension Benefit Guaranty Corporation	Yes	Yes	Yes	Yes
U.S. Office of Special Counsel	Yes	Yes	Yes	Yes
Railroad Retirement Board	No	No	No	No
Broadcasting Board of Governors	Yes	No	No	No
Percent of agencies reporting goals for Fiscal Year 2016 (of total respondent agencies)	**79%**	**54%**	**54%**	**55%**

Voluntary Participants	Total Participation Goal Set for FY 2016?	Frequent Participation Goal Set for FY 2016?	Infrequent Participation Goal Set for FY 2016?	Situational Participation Goal Set for FY 2016?
Office of Management and Budget (EOP)	Yes	Yes	Yes	Yes
Office of National Drug Control Policy (EOP)	Yes	Yes	Yes	Yes
Executive Office of the President (Science and Technology)	Yes	Yes	Yes	Yes
Office of the United States Trade Representative (EOP)	Yes	Yes	Yes	Yes
Patent and Trademark Office	Yes	Yes	Yes	No
Postal Regulatory Commission	Yes	Yes	Yes	Yes

APPENDIX 21. Fiscal Year 2016 Participation and Frequency Goals

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Access Board	27	26	1	-	-	-	-	-	-	-
Agency for International Development	-	-	-	65%	38%	31%	-	-	-	no data
Appraisal Subcommittee, Federal Financial Institutions Examination Council	13	2	5	-	-	-	-	-	-	-
Central Intelligence Agency	-	-	-	-	-	-	NA	NA	NA	-
Consumer Product Safety Commission	325	156	124	-	-	-	-	-	-	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Court Services and Offender Supervision Agency	770	332	163	-	-	-	-	-	-	-
Defense Nuclear Facilities Safety Board	-	-	-	88%	20%	6%	-	-	-	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Department of Agriculture	-	-	-	100%	-	60%	-	-	NA	The USDA goal is to have all eligible employees participating in Core (routine) Telework at 60%. Whether that be 1 or 10 days a pay period is really not applicable. As long as they participate at least 1 day per pay period, we would reach the 60% goal.
Department of Commerce	13417	-	-	-	-	-	-	NA	NA	Our goal is to increase FEVS scores on telework.

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Department of Defense	-	-	-	29%	10%	5%	-	-	-	-
Department of Education	-	-	-	5%	5%	5%	-	-	-	-
Department of Energy	-	-	-	45%	-	-	-	NA	NA	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Department of Health and Human Services	-	-	-	-	-	-	NA	NA	NA	The Agency's goal currently is to incorporate telework into our continuity of operations planning to ensure service is maintained at all times. In addition, the Agency is in the process of aligning our performance management goals and elements to incorporate the telework program to assist with supporting these initiatives.

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Department of Homeland Security	30000	-	-	52%	-	-	-	NA	NA	-
Department of Housing and Urban Development	50	-	-	-	-	-	-	-	-	-
Department of Justice	-	-	-	-	-	-	NA	NA	NA	Nothing
Department of Labor	-	-	-	60%	-	-	-	NA	NA	DOL is establishing a baseline in 2016.

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Department of State	6200	-	-	76%	-	-	-	-	NA	For frequent routine telework, currently, this arrangement is more rare and contingent upon individual bureaus embracing more flexible telework arrangements outside of historical 1 day per week or pay period. Training and telework promotion at Department will continue in 2016 to educate about concept of multiple telework days in a single pay period or week, if needs of service and office coverage can be met.

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Department of State

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Department of the Interior	-	-	-	146%	-	-	-	NA	NA	NA
Department of Transportation	-	-	-	-	-	-	NA	NA	NA	
Department of Treasury	49216	-	-	90%	-	-	-	NA	NA	NA
Department of Veterans Affairs	-	-	-	55%	-	25%	-	NA	NA	NA
Election Assistance Commission	29	26	4	-	-	-	-	-	-	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Environmental Protection Agency	-	-	-	-	-	-	NA	NA	NA	The EPA will continue to encourage and support increased use of telework by creating policies and practices that increase the accessibility of telework for all eligible employees.
Equal Employment Opportunity Commission	-	-	-	75%	20%	50%	-	-	-	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Executive Office of the President (Science and Technology)	30	4	2	-	-	-	-	-	-	-
Export-Import Bank of the United States	280	70	25	-	-	-	-	-	-	-
Farm Credit Administration	270	96	133	-	-	-	-	-	-	-
Farm Credit System Insurance Corporation	11	-	-	100%	-	-	-	-	-	-
Federal Communications Commission	-	-	-	65%	-	-	-	NA	NA	Included in overall percentage goal.

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Federal Deposit Insurance Corporation	-	75	300	35%	-	-	-	-	-	-
Federal Energy Regulatory Commission	-	-	-	-	-	-	NA	NA	NA	Telework is not mandatory during inclement weather; some employees prevented from teleworking during inclement weather because their dependents are home
Federal Housing Finance Agency	-	-	-	80%	-	-	-	NA	NA	FHFA is focused on an overall agency goal participation.

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Federal Labor Relations Authority	-	-	-	96%	40%	55%	-	-	-	-
Federal Maritime Commission	55	25	5	-	-	-	-	-	-	-
Federal Mediation and Conciliation Service	50	10	-	69%	7%	-	-	-	-	-
Federal Mine Safety and Health Review Commission	-	-	-	-	-	-	NA	NA	NA	NA
Federal Retirement Thrift Investment Board	-	-	-	88%	75%	25%	-	-	-	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Federal Trade Commission	-	-	-	83%	53%	32%	-	-	-	-
General Services Administration	-	-	-	-	-	-	NA	NA	NA	-
Institute of Museum and Library Services	40	40	0	66%	66%	-	-	-	-	-
Japan-United States Friendship Commission	3	3	0	100%	100%	-	-	-	-	-
MACPAC (Medicaid and CHIP Payment and Access Commission)	1	0	1	35%	-	35%	-	-	-	-
Marine Mammal Commission	5	1	3	42%	8%	25%	-	-	-	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Merit Systems Protection Board	138	4	80	-	-	-	-	-	-	-
Millennium Challenge Corporation	-	-	-	70%	30%	10%	-	-	-	-
National Aeronautics and Space Administration	-	35	20	57%	-	-	-	-	-	-
National Archives and Records Administration	-	-	-	40%	20%	5%	-	-	-	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
National Capital Planning Commission	-	-	-	90%	25%	-	-	-	-	There is no projected goal for this aforementioned category marked n/a due to the reason cited above in item #22.1.
National Credit Union Administration	350	80	120	-	-	-	-	-	-	-
National Endowment for the Arts	110	39	18	-	-	-	-	NA	-	-
National Endowment for the Humanities	70	20	20	-	-	-	-	-	-	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
National Labor Relations Board	1009	266	719	15%	15%	15%	-	-	-	-
National Mediation Board	45	21	14	100%	100%	100%	-	-	-	-
National Science Foundation	-	-	-	94%	20%	26%	-	-	-	-
National Transportation Safety Board	-	70	155	93%	-	-	-	-	-	-
Nuclear Regulatory Commission	2150	550	350	-	-	-	-	-	-	-
Nuclear Waste Technical Review Board	-	-	-	-	-	-	-	-	-	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Office of Government Ethics	-	-	-	-	-	-	NA	NA	NA	The Director is a strong supporter of the telework program and encourages employees to telework. However, at this point, the employee has to decide whether he or she prefers to telework.
Office of Management and Budget (EOP)	-	-	-	30%	15%	5%	-	-	-	-
Office of National Drug Control Policy (EOP)	-	-	-	100%	100%	100%	-	-	-	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Office of Navajo and Hopi Indian Relocation	-	-	-	-	-	-	NA	NA	NA	Goal is to allow telework on an as needed basis due to the duties of staff which require contact with clients or other staff.
Office of Personnel Management	-	-	-	30%	10%	20%	-	-	-	-
Office of the United States Trade Representative (EOP)	-	-	-	60%	30%	10%	-	-	-	-
Overseas Private Investment Corporation	-	-	-	-	-	-	NA	NA	NA	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Patent and Trademark Office	300	50	250	-	-	-	-	NA	-	-
Peace Corps	-	-	-	-	-	-	NA	NA	NA	A non-numeric goal is to increase the use of telework for emergency preparedness, improve work-life balance, and accommodate for unexpected external factors (i.e. car issues).
Securities and Exchange Commission	-	-	-	63%	25%	18%	-	-	-	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Small Business Administration	-	-	-	100%	-	-	-	NA	NA	The ultimate goal is for all eligible to telework in some capacity.
Social Security Administration	16400	-	-	-	-	-	-	NA	NA	-
Tennessee Valley Authority	0	-	-	-	-	-	NA	NA	NA	Ensure all current teleworkers have up to date agreements on file and that leaders are aware of when agreements are required.

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Trade and Development Agency	-	-	2	75%	-	-	-	-	NA	-
U.S. AbilityOne Commission	-	-	-	100%	-	-	-	NA	NA	The goal is for all telework staff members to participate in telework at a rate that is beneficial to both the agency and the staff member
U.S. Commission on Civil Rights	-	-	-	-	-	-	NA	NA	NA	-
U.S. International Trade Commission	-	-	-	82%	59%	4%	-	NA	-	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Chemical Safety and Hazard Investigation Board	-	-	-	100%	-	-	-	NA	NA	We are such a small agency - that we just focused on total participation as an agency goal
Commodity Futures Trading Commission	630	300	-	-	-	-	-	-	-	-
Consumer Financial Protection Bureau	-	-	-	54%	22%	6%	-	-	-	-

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Pension Benefit Guaranty Corporation	569	134	174	-	-	-	-	-	-	TBD
Postal Regulatory Commission	31	11	20	-	-	-	-	-	-	-
U.S. Office of Special Counsel	117	0	0	90%	-	-	-	-	-	OSC plan is to have at least 40% of their employee to telework.

Agency	Goal: Number of employees teleworking	Goal: Number of employees teleworking on a frequent routine basis	Goal: Number of employees teleworking on an Infrequent routine basis	Goal: percentage of eligible employees teleworking (e.g., 14%)	Goal: Percentage of eligible employees teleworking on a frequent routine basis	Goal: Percentage of eligible employees teleworking on an infrequent routine basis	NA for total participation goal	NA for frequent routine telework	NA for infrequent routine telework	Non-Numeric Goal
Railroad Retirement Board	-	-	-	-	-	-	NA	NA	NA	1) Agency review of positions eligible for telework 2) Modify Agency policy on telework and negotiate, as appropriate, union agreement on telework provisions.
Broadcasting Board of Governors	702	-	-	45%	-	-	-	NA	NA	-

APPENDIX 22. Reported Reasons for Agencies' Not Setting a Fiscal Year 2016 Participation Goal

Agency	Please describe what has prevented you from establishing a numeric goal and the timeline you have for establishing such a goal.
Agency for International Development	no data
Central Intelligence Agency	Due to the classified nature of our mission, telework opportunities for employees to work at home remain limited. Management continues to explore avenues to increase telework options, including the creation of the Director's Advisory Group (DAG) Telework Project Team to evaluate and outline policy options for home telework where feasible, and the continued expansion of telework opportunities at designated Flexible Work Centers on an ad hoc basis.
Department of Agriculture	See non-numeric goal
Department of Commerce	Our web based time and attendance system does not permit the capture of situational telework nor report an employee's telework for each pay period; the latter would have to be done manually. Timetable - September 30, 2016 No timeline is known at this time.
Department of Energy	There has not been any interest or perceived need to track categories other than total participation to date.
Department of Health and Human Services	The initial target established by the Agency was a department-wide goal; it was a long term (5 year) exercise where the current levels of participation was used as a base. HHS then established an aggressive but attainable goal which was met early. The time frame for the goal ended this calendar year 2015 where leadership planned to revisit the goal and discuss plans to move forward.
Department of Homeland Security	WebTA does not track situational versus core telework.
Department of Labor	DOL is establishing a baseline in 2016.
Department of State	For infrequent routine telework arrangements that is 2 or fewer days per period, the Department does not anticipate this level of frequency in 2016. We do not anticipate a definite increase in infrequent routine telework arrangements but expect any increase to be more tied to special projects, office renovations/moves or unexpected closures due to emergencies or other unforeseen events.

Agency	Please describe what has prevented you from establishing a numeric goal and the timeline you have for establishing such a goal.
Department of the Interior	We have a total percentage goal for the Agency
Department of Transportation	Currently, DOT has assessed that overall telework participation in the Department is at an optimal level. In years past, the Department had set a participation goal that 50% of eligible employees should telework, and that goal was also included in the performance plans of members of the Senior Executive Service (SES). In recent years, however, DOT has exceeded that goal with 74 percent and 76 percent of eligible employees having teleworked in FY 2014 and FY 2015, respectively.
Department of Treasury	Treasury is not ready to set goals down to the Telework Frequency level yet. Not all bureau's time and attendance systems align with the frequency reporting levels as outlined in the Telework Enhancement Act. In FY 16 we will continue to work toward standardizing the frequency codes in our time and attendance systems to foster more specific frequency goal setting.
Department of Veterans Affairs	VA does not track telework goals for situational or less than 2 day.
Environmental Protection Agency	Telework is now part of EPA culture and is utilized by a large portion of the workforce. To further expand telework usage requires changes in policy which the agency is currently undertaking.
Federal Communications Commission	Included in overall percentage goal.
Federal Energy Regulatory Commission	Telework is voluntary; some eligible employees prefer not to telework
Federal Housing Finance Agency	FHFA is focused on an overall agency goal participation.
Federal Mediation and Conciliation Service	The culture of the Agency does not allow for more frequent Telework that 1-2 a pay period as a set schedule.
Federal Mine Safety and Health Review Commission	Agency turnover is very low, employee retention is very high.
Federal Retirement Thrift Investment Board	FRTIB is limited to two days of core telework per week.

Agency	Please describe what has prevented you from establishing a numeric goal and the timeline you have for establishing such a goal.
General Services Administration	GSA as an Agency focuses on workforce mobility and does not establish goals. GSA believes in teleworking to the maximum extent possible without negative impact on personal or organizational goals. In fact 88% of the GSA workforce participated in telework at least one day during FY15. The results posted in this data call indicate that almost 70% of agency employees teleworked on a routine basis at least one or more days per pay period in FY15. Additionally, GSA is a living lab, leading workforce mobility for the Federal Government, and as such continues to explore additional ways in which we can model the mobile workforce/workplace.
National Capital Planning Commission	A numeric goal is not established for FY16 on "frequent routine telework" of 3 or more days per pay period because our agency generally permits 1 routine telework day per week.
National Endowment for the Arts	Current webTA tracking does not allow separation of situational telework.
Office of Government Ethics	The Director is a strong supporter of the telework program and encourages employees to telework. However, at this point, the employee has to decide whether he or she prefers to telework.
Office of Navajo and Hopi Indian Relocation	Many positions are assigned duties that require maintaining contact with clients who come into the office or with other staff within the office in order to accomplish work tasks.
Overseas Private Investment Corporation	Due that our organization supports international companies, it is sometimes necessary to be in the office (on-site).
Patent and Trademark Office	Approved telework performed on an occasional, one-time, or irregular basis. An employee can be approved to telework on a situational basis even if they are not part of a formalized telework program.
Peace Corps	Telework is a professional discussion to have between employees and supervisors, so there is not a numeric goal. However, we seek to improve awareness in the program and provide a strong technological infrastructure to support users.
Small Business Administration	The ultimate goal is for all eligible to telework in some capacity (ad-hoc, unscheduled, fixed, etc.).

Agency	Please describe what has prevented you from establishing a numeric goal and the timeline you have for establishing such a goal.
Social Security Administration	SSA establishes goals for over-all telework and does not break it down by frequency. Our components each have Memorandum of Understanding that outline how many days their employees may telework. Therefore, we count the number of employees who telework rather than the number of days each employee teleworks.
Tennessee Valley Authority	A better understanding of teleworking and how it works.
Trade and Development Agency	Given the size of the Agency workforce, infrequent, regular and routine telework options are not offered. Currently, there are two employees who are routine remote teleworkers. All other employees participate in situational telework.
U.S. AbilityOne Commission	The agency would like all eligible staff to participate in telework. There is not set goal for situational or other category for telework that is necessary to meet agency needs
U.S. Commission on Civil Rights	Employees are not interested in participating in TW even they are all eligible.
U.S. International Trade Commission	Situational telework is mission driven. It is not a form of telework that the agency would set a goal to increase since it is responsive to specific situations that arise due to the agency's work requirements.
Chemical Safety and Hazard Investigation Board	We are such a small agency - that we just focused on total participation as an agency goal
Commodity Futures Trading Commission	Routine telework of 3 days or more per pay period is not currently permitted by agency policy outside of medically related reasons.
Pension Benefit Guaranty Corporation	TBD
Postal Regulatory Commission	During FY 2015, the Commission did not offer employees the option to telework more than 2 days during a 2-week period. In FY 2016, the Commission updated our Flexible Work Programs policy to allow employees the opportunity to telework 2 days maximum per week.
U.S. Office of Special Counsel	Implementation started within the last year.
Railroad Retirement Board	Increasing telework in the form of a non-numeric goal

Agency	Please describe what has prevented you from establishing a numeric goal and the timeline you have for establishing such a goal.
Broadcasting Board of Governors	As a broadcasting organization, we do lots of remote work and less telework. Part of the issue is education for supervisors on the difference. Additional changing broadcast technologies or opening new opportunities for teleworker, so goals will be determined.

APPENDIX 23. Selected Outcome Goals by Agency

Agency	Goal of employee recruitment?	Goal of employee retention?	Goal of improved employee performance?	Goal of improved employee attitudes?	Goal of emergency preparedness?	Goal of reduced energy use?	Goal of reduced or avoided real estate costs?	Goal of reduced commuter miles?	Goal of other outcome?
Access Board	-	-	-	-	-	-	-	Yes	-
Agency for International Development	Yes	Yes	-	-	Yes	-	-	Yes	-
Appraisal Subcommittee, Federal Financial Institutions Examination Council	-	-	-	-	Yes	-	-	Yes	-
Central Intelligence Agency	-	-	-	-	-	-	-	-	Yes
Consumer Product Safety Commission	Yes	-	-	Yes	Yes	-	-	-	-
Court Services and Offender Supervision Agency	-	-	-	Yes	-	-	-	Yes	Yes

Agency	Goal of employee recruitment?	Goal of employee retention?	Goal of improved employee performance?	Goal of improved employee attitudes?	Goal of emergency preparedness?	Goal of reduced energy use?	Goal of reduced or avoided real estate costs?	Goal of reduced commuter miles?	Goal of other outcome?
Defense Nuclear Facilities Safety Board	Yes	Yes	-	Yes	Yes	-	-	-	-
Department of Agriculture	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-
Department of Commerce	-	-	-	Yes	-	-	-	-	-
Department of Defense	-	-	-	Yes	Yes	-	-	-	-
Department of Education	Yes	-	-	Yes	Yes	-	-	-	-
Department of Energy	-	-	-	-	-	-	-	-	Yes
Department of Health and Human Services	Yes	-	-	Yes	Yes	Yes	Yes	Yes	Yes
Department of Homeland Security	-	-	-	-	Yes	-	Yes	-	-

Agency	Goal of employee recruitment?	Goal of employee retention?	Goal of improved employee performance?	Goal of improved employee attitudes?	Goal of emergency preparedness?	Goal of reduced energy use?	Goal of reduced or avoided real estate costs?	Goal of reduced commuter miles?	Goal of other outcome?
Department of Housing and Urban Development	Yes	Yes	-	Yes	Yes	Yes	Yes	Yes	-
Department of Justice	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-
Department of Labor	-	-	-	Yes	Yes	-	-	-	-
Department of State	-	-	-	Yes	Yes	-	-	-	Yes
Department of the Interior	-	-	-	-	-	-	-	-	Yes
Department of Transportation	-	-	-	-	-	-	-	Yes	-
Department of Treasury	Yes	Yes	-	Yes	Yes	-	Yes	-	Yes
Department of Veterans Affairs	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-

Agency	Goal of employee recruitment?	Goal of employee retention?	Goal of improved employee performance?	Goal of improved employee attitudes?	Goal of emergency preparedness?	Goal of reduced energy use?	Goal of reduced or avoided real estate costs?	Goal of reduced commuter miles?	Goal of other outcome?
Election Assistance Commission	-	-	-	-	Yes	-	-	-	-
Environmental Protection Agency	-	-	-	Yes	Yes	-	-	Yes	Yes
Equal Employment Opportunity Commission	-	Yes	-	Yes	Yes	-	-	-	-
Executive Office of the President (Science and Technology)	-	-	Yes	Yes	-	-	-	Yes	-
Export-Import Bank of the United States	Yes	-	-	Yes	Yes	-	-	-	-
Farm Credit Administration	Yes	Yes	-	-	Yes	-	-	-	-

Agency	Goal of employee recruitment?	Goal of employee retention?	Goal of improved employee performance?	Goal of improved employee attitudes?	Goal of emergency preparedness?	Goal of reduced energy use?	Goal of reduced or avoided real estate costs?	Goal of reduced commuter miles?	Goal of other outcome?
Farm Credit System Insurance Corporation	-	Yes	-	-	-	-	-	-	-
Federal Communications Commission	-	-	-	-	Yes	-	-	-	-
Federal Deposit Insurance Corporation	-	-	-	Yes	-	-	Yes	-	-
Federal Energy Regulatory Commission	Yes	-	-	Yes	Yes	-	-	-	-
Federal Housing Finance Agency	-	Yes	Yes	Yes	Yes	Yes	-	Yes	-
Federal Labor Relations Authority	Yes	Yes	-	Yes	Yes	-	-	Yes	-

Agency	Goal of employee recruitment?	Goal of employee retention?	Goal of improved employee performance?	Goal of improved employee attitudes?	Goal of emergency preparedness?	Goal of reduced energy use?	Goal of reduced or avoided real estate costs?	Goal of reduced commuter miles?	Goal of other outcome?
Federal Maritime Commission	-	-	-	Yes	-	-	-	-	Yes
Federal Mediation and Conciliation Service	-	-	Yes	-	-	-	-	-	-
Federal Mine Safety and Health Review Commission	-	-	-	-	Yes	-	-	-	-
Federal Retirement Thrift Investment Board	Yes	-	-	Yes	Yes	-	Yes	Yes	-
Federal Trade Commission	-	-	-	-	Yes	-	-	-	-
General Services Administration	-	-	-	Yes	Yes	Yes	Yes	-	-

Agency	Goal of employee recruitment?	Goal of employee retention?	Goal of improved employee performance?	Goal of improved employee attitudes?	Goal of emergency preparedness?	Goal of reduced energy use?	Goal of reduced or avoided real estate costs?	Goal of reduced commuter miles?	Goal of other outcome?
Institute of Museum and Library Services	-	-	-	-	Yes	-	-	-	-
Japan-United States Friendship Commission	Yes	Yes	-	Yes	-	Yes	-	Yes	-
MACPAC (Medicaid and CHIP Payment and Access Commission)	-	Yes	-	Yes	-	-	-	-	-
Marine Mammal Commission	Yes	Yes	Yes	Yes	Yes	-	-	Yes	-
Merit Systems Protection Board	-	-	-	-	-	-	-	-	Yes
Millennium Challenge Corporation	Yes	Yes	Yes	Yes	Yes	-	-	-	-

Agency	Goal of employee recruitment?	Goal of employee retention?	Goal of improved employee performance?	Goal of improved employee attitudes?	Goal of emergency preparedness?	Goal of reduced energy use?	Goal of reduced or avoided real estate costs?	Goal of reduced commuter miles?	Goal of other outcome?
National Aeronautics and Space Administration	-	Yes	-	-	Yes	-	-	-	-
National Archives and Records Administration	-	-	-	Yes	-	-	-	-	-
National Capital Planning Commission	Yes	Yes	Yes	-	Yes	-	-	Yes	-
National Credit Union Administration	Yes	Yes	-	Yes	-	-	-	-	-
National Endowment for the Arts	-	-	-	Yes	-	-	-	-	-
National Endowment for the Humanities	-	-	-	-	-	-	-	-	Yes

Agency	Goal of employee recruitment?	Goal of employee retention?	Goal of improved employee performance?	Goal of improved employee attitudes?	Goal of emergency preparedness?	Goal of reduced energy use?	Goal of reduced or avoided real estate costs?	Goal of reduced commuter miles?	Goal of other outcome?
National Labor Relations Board	-	-	-	-	Yes	-	-	-	-
National Mediation Board	-	-	-	-	Yes	-	-	-	-
National Science Foundation	Yes	Yes	-	-	-	-	-	-	-
National Transportation Safety Board	Yes	Yes	-	Yes	-	-	-	-	-
Nuclear Regulatory Commission	-	-	-	-	-	-	-	-	Yes
Nuclear Waste Technical Review Board	-	-	-	-	-	-	-	-	-
Office of Government Ethics	-	-	Yes	-	-	-	Yes	-	Yes

Agency	Goal of employee recruitment?	Goal of employee retention?	Goal of improved employee performance?	Goal of improved employee attitudes?	Goal of emergency preparedness?	Goal of reduced energy use?	Goal of reduced or avoided real estate costs?	Goal of reduced commuter miles?	Goal of other outcome?
Office of Management and Budget (EOP)	-	-	-	Yes	-	-	-	-	-
Office of National Drug Control Policy (EOP)	-	-	-	Yes	Yes	-	-	Yes	-
Office of Navajo and Hopi Indian Relocation	-	-	-	-	-	-	-	-	Yes
Office of Personnel Management	-	-	-	Yes	-	-	-	-	-
Office of the United States Trade Representative (EOP)	-	-	-	-	Yes	-	-	Yes	-

Agency	Goal of employee recruitment?	Goal of employee retention?	Goal of improved employee performance?	Goal of improved employee attitudes?	Goal of emergency preparedness?	Goal of reduced energy use?	Goal of reduced or avoided real estate costs?	Goal of reduced commuter miles?	Goal of other outcome?
Overseas Private Investment Corporation	Yes	Yes	Yes	Yes	Yes	-	-	Yes	-
Patent and Trademark Office	-	-	-	Yes	Yes	-	Yes	-	-
Peace Corps	-	-	-	-	Yes	-	-	-	-
Securities and Exchange Commission	-	Yes	Yes	Yes	Yes	-	-	-	-
Small Business Administration	-	-	-	-	-	-	-	-	Yes
Social Security Administration	Yes	-	-	Yes	-	-	-	-	-
Tennessee Valley Authority	-	-	-	-	-	-	-	-	Yes
Trade and Development Agency	-	Yes	-	Yes	Yes	Yes	-	Yes	-

Agency	Goal of employee recruitment?	Goal of employee retention?	Goal of improved employee performance?	Goal of improved employee attitudes?	Goal of emergency preparedness?	Goal of reduced energy use?	Goal of reduced or avoided real estate costs?	Goal of reduced commuter miles?	Goal of other outcome?
U.S. AbilityOne Commission	Yes	Yes	-	Yes	Yes	-	Yes	Yes	-
U.S. Commission on Civil Rights	-	-	-	Yes	-	-	-	-	-
U.S. International Trade Commission	Yes	Yes	-	-	Yes	-	-	-	-
Chemical Safety and Hazard Investigation Board	-	Yes	-	-	-	-	Yes	-	-
Commodity Futures Trading Commission	-	-	-	Yes	Yes	-	-	-	-
Consumer Financial Protection Bureau	Yes	-	-	-	Yes	-	-	-	-

Agency	Goal of employee recruitment?	Goal of employee retention?	Goal of improved employee performance?	Goal of improved employee attitudes?	Goal of emergency preparedness?	Goal of reduced energy use?	Goal of reduced or avoided real estate costs?	Goal of reduced commuter miles?	Goal of other outcome?
Pension Benefit Guaranty Corporation	-	-	-	-	-	-	-	-	Yes
Postal Regulatory Commission	Yes	Yes	Yes	Yes	Yes	Yes	-	-	-
U.S. Office of Special Counsel	Yes	Yes	Yes	Yes	Yes	Yes	-	Yes	-
Railroad Retirement Board	-	-	-	Yes	-	-	Yes	-	-
Broadcasting Board of Governors	-	-	-	Yes	Yes	-	Yes	-	-

APPENDIX 24. Agency Methods for Collecting Telework Data

Agency	Tracked telework through a time and attendance system	Used a customized telework electronic tracking system	Manual review of telework agreements	Surveyed employees, managers, or other personnel	Other. Please describe:
Access Board					Manual spreadsheet.
Agency for International Development	X		X		
Appraisal Subcommittee, Federal Financial Institutions Examination Council	X				
Central Intelligence Agency				X	
Consumer Product Safety Commission	X				
Court Services and Offender Supervision Agency	X	X			
Defense Nuclear Facilities Safety Board	X				Telework calendar maintained on agency intranet.
Department of Agriculture	X			X	Telework Metrics Reports submitted by Sub-Agency Coordinators.
Department of Commerce	X				

Agency	Tracked telework through a time and attendance system	Used a customized telework electronic tracking system	Manual review of telework agreements	Surveyed employees, managers, or other personnel	Other. Please describe:
Department of Defense	X				
Department of Education	X				
Department of Energy	X				
Department of Health and Human Services		X	X	X	
Department of Homeland Security	X				
Department of Housing and Urban Development	X		X		
Department of Justice	X				
Department of Labor	X		X		
Department of State	X	X			
Department of the Interior	X				
Department of Transportation	X				
Department of Treasury	X				
Department of Veterans Affairs					Personnel Accounting Integrated Data System.

Agency	Tracked telework through a time and attendance system	Used a customized telework electronic tracking system	Manual review of telework agreements	Surveyed employees, managers, or other personnel	Other. Please describe:
Election Assistance Commission	X				
Environmental Protection Agency	X				
Equal Employment Opportunity Commission	X		X	X	
Executive Office of the President (Science and Technology)			X		
Export-Import Bank of the United States	X				
Farm Credit Administration	X				
Farm Credit System Insurance Corporation	X		X		
Federal Communications Commission					Excel spreadsheet.
Federal Deposit Insurance Corporation	X				The FDIC implemented an electronic telework tracking system that allows the FDIC to track the number of approved, denied, and submitted telework agreements.

Agency	Tracked telework through a time and attendance system	Used a customized telework electronic tracking system	Manual review of telework agreements	Surveyed employees, managers, or other personnel	Other. Please describe:
Federal Energy Regulatory Commission	X				
Federal Housing Finance Agency	X		X		
Federal Labor Relations Authority	X				
Federal Maritime Commission				X	
Federal Mediation and Conciliation Service			X		
Federal Mine Safety and Health Review Commission	X				
Federal Retirement Thrift Investment Board	X				
Federal Trade Commission	X	X			
General Services Administration	X				
Institute of Museum and Library Services			X		
Japan-United States Friendship Commission			X	X	

Agency	Tracked telework through a time and attendance system	Used a customized telework electronic tracking system	Manual review of telework agreements	Surveyed employees, managers, or other personnel	Other. Please describe:
MACPAC (Medicaid and CHIP Payment and Access Commission)			X		
Marine Mammal Commission	X				
Merit Systems Protection Board			X	X	
Millennium Challenge Corporation		X			
National Aeronautics and Space Administration	X				
National Archives and Records Administration	X		X		
National Capital Planning Commission		X	X		Telework Agreement Log created via manual reviews of telework agreements.
National Credit Union Administration	X				
National Endowment for the Arts	X		X		

Agency	Tracked telework through a time and attendance system	Used a customized telework electronic tracking system	Manual review of telework agreements	Surveyed employees, managers, or other personnel	Other. Please describe:
National Endowment for the Humanities					Manual review of timecards.
National Labor Relations Board	X				
National Mediation Board	X		X	X	
National Science Foundation	X	X			
National Transportation Safety Board			X		
Nuclear Regulatory Commission					Review of data collected on a SharePoint site.
Nuclear Waste Technical Review Board					
Office of Government Ethics	X				
Office of Management and Budget (EOP)		X			
Office of National Drug Control Policy (EOP)			X		
Office of Navajo and Hopi Indian Relocation	X				

Agency	Tracked telework through a time and attendance system	Used a customized telework electronic tracking system	Manual review of telework agreements	Surveyed employees, managers, or other personnel	Other. Please describe:
Office of the United States Trade Representative (EOP)	X	X	X		
Overseas Private Investment Corporation	X				
Patent and Trademark Office		X			
Peace Corps			X	X	
Securities and Exchange Commission	X				
Small Business Administration					n/a
Social Security Administration				X	
Tennessee Valley Authority			X		
Trade and Development Agency	X		X		
U.S. AbilityOne Commission	X	X			
U.S. Commission on Civil Rights					
U.S. International Trade Commission	X	X			NFC telework report.

Agency	Tracked telework through a time and attendance system	Used a customized telework electronic tracking system	Manual review of telework agreements	Surveyed employees, managers, or other personnel	Other. Please describe:
Chemical Safety and Hazard Investigation Board	X				
Commodity Futures Trading Commission	X				
Consumer Financial Protection Bureau	X	X			
Pension Benefit Guaranty Corporation			X		
Postal Regulatory Commission	X				
U.S. Office of Special Counsel			X		
Railroad Retirement Board	X				Manual scrub of time and attendance data.
Broadcasting Board of Governors	X				

Note: Blank cells indicate that the response was not selected.

APPENDIX 25. Calculating Days Teleworked

Agency	Employees who only work full work days from an alternative location	Employees who work any part of the work day from an alternative work location (this includes a full work day)	Other. Please describe:
Access Board		X	
Agency for International Development	X	X	
Appraisal Subcommittee, Federal Financial Institutions Examination Council		X	
Central Intelligence Agency	X		
Consumer Product Safety Commission	X	X	
Court Services and Offender Supervision Agency	X	X	
Defense Nuclear Facilities Safety Board		X	
Department of Agriculture		X	
Department of Commerce		X	
Department of Defense		X	
Department of Education		X	
Department of Energy		X	
Department of Health and Human Services	X		
Department of Homeland Security	X		
Department of Housing and Urban Development		X	
Department of Justice		X	

Agency	Employees who only work full work days from an alternative location	Employees who work any part of the work day from an alternative work location (this includes a full work day)	Other. Please describe:
Department of Labor		X	
Department of State	X	X	
Department of the Interior	X	X	
Department of Transportation		X	
Department of Treasury		X	
Department of Veterans Affairs	X		
Election Assistance Commission		X	
Environmental Protection Agency		X	
Equal Employment Opportunity Commission		X	
Executive Office of the President (Science and Technology)		X	
Export-Import Bank of the United States		X	
Farm Credit Administration		X	
Farm Credit System Insurance Corporation		X	
Federal Communications Commission	X		
Federal Deposit Insurance Corporation	X	X	
Federal Energy Regulatory Commission		X	

Agency	Employees who only work full work days from an alternative location	Employees who work any part of the work day from an alternative work location (this includes a full work day)	Other. Please describe:
Federal Housing Finance Agency		X	Employees who record any amount of hours as telework on timecard.
Federal Labor Relations Authority		X	
Federal Maritime Commission		X	
Federal Mediation and Conciliation Service		X	
Federal Mine Safety and Health Review Commission		X	
Federal Retirement Thrift Investment Board	X		
Federal Trade Commission		X	
General Services Administration		X	
Institute of Museum and Library Services	X		
Japan-United States Friendship Commission		X	
MACPAC (Medicaid and CHIP Payment and Access Commission)	X		
Marine Mammal Commission		X	
Merit Systems Protection Board		X	
Millennium Challenge Corporation		X	

Agency	Employees who only work full work days from an alternative location	Employees who work any part of the work day from an alternative work location (this includes a full work day)	Other. Please describe:
National Aeronautics and Space Administration		X	
National Archives and Records Administration		X	
National Capital Planning Commission		X	
National Credit Union Administration		X	
National Endowment for the Arts		X	
National Endowment for the Humanities		X	
National Labor Relations Board	X	X	
National Mediation Board	X	X	
National Science Foundation		X	
National Transportation Safety Board		X	
Nuclear Regulatory Commission		X	
Nuclear Waste Technical Review Board			
Office of Government Ethics	X	X	
Office of Management and Budget (EOP)	X	X	
Office of National Drug Control Policy (EOP)	X	X	

Agency	Employees who only work full work days from an alternative location	Employees who work any part of the work day from an alternative work location (this includes a full work day)	Other. Please describe:
Office of Navajo and Hopi Indian Relocation		X	
Office of Personnel Management		X	
Office of the United States Trade Representative (EOP)	X	X	
Overseas Private Investment Corporation		X	
Patent and Trademark Office		X	
Peace Corps	X	X	
Securities and Exchange Commission		X	
Small Business Administration			
Social Security Administration	X		
Tennessee Valley Authority	X		
Trade and Development Agency		X	
U.S. AbilityOne Commission		X	
U.S. Commission on Civil Rights		X	
U.S. International Trade Commission			Based on number of hours in telework status divided by 8.
Chemical Safety and Hazard Investigation Board	X	X	
Commodity Futures Trading Commission		X	

Agency	Employees who only work full work days from an alternative location	Employees who work any part of the work day from an alternative work location (this includes a full work day)	Other. Please describe:
Consumer Financial Protection Bureau		X	
Pension Benefit Guaranty Corporation	X		
Postal Regulatory Commission	X		
U.S. Office of Special Counsel	X	X	
Railroad Retirement Board		X	
Broadcasting Board of Governors	X		

Note: Blank cells indicate that the response was not selected.

U.S. Office of Personnel Management

Employee Services

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