

Session I:

Telecommuting-Not Just a “Nice to Have”

Room: Terrace West

Day: Tuesday, (2nd & 3rd Sessions)

Telework Contacts

GSA Governmentwide Telework Policies and Initiatives:

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GSA Telework Center Policies:

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Washington, DC Metropolitan Telework Centers:

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OPM Telecommuting Guidelines:

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Telework Issues Working Group:

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Web-based Telework Training:

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LMR Advisory:

Ed Magee	202-606-2930
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International Telework Association and Council:

Conferences/Membership/eWork Guide	202-547-6157
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Spouses Telework Employment Program:

Glenn Woodley	202-273-4667
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Telework Laws

Public Law 106-346, § 359:

Each executive agency shall establish a policy under which eligible employees of the agency may participate in telecommuting to the maximum extent possible without diminished employee performance. Not later than 6 months after the date of the enactment of this Act, the Director of the Office of Personnel Management shall provide that the requirements of this section are applied to 25 percent of the Federal workforce, and to an additional 25 percent of such workforce each year thereafter.

Conference Report Language:

Section 359 establishes a program to reduce traffic congestion that will allow eligible employees of federal agencies to participate in telecommuting to the maximum extent possible without diminished employee performance. Within one year, the Office of Personnel Management shall evaluate the effectiveness of the program and report to Congress. Each agency participating in the program shall develop criteria to be used in implementing such a policy and ensure that managerial, logistical, organizational, or other barriers to full implementation and successful functioning of the policy are removed. Each agency should also provide for adequate administrative, human resources, technical, and logistical support for carrying out the policy. Telecommuting refers to any arrangement in which an employee regularly performs officially assigned duties at home or other work sites geographically convenient to the residence of the employee. Eligible employees means any satisfactorily performing employee of the agency whose job may typically be performed at least one day per week. The House and Senate proposed no similar provision.

OPM's Guidance to Heads of Executive Department and Agencies (February 9, 2001):

Many of you already have telecommuting policies, but this does not necessarily mean you are in compliance with the new law. The purpose of the law is to require that each agency take a fresh look at the barriers that currently inhibit the use of this flexibility, act to remove them and increase actual participation. The law recognizes that not all positions are appropriate for telecommuting; therefore, each agency must identify positions that are appropriate in a manner that focuses on broad objective criteria. Once an agency has

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established eligibility criteria, subject to any applicable agency policies or bargaining obligations, employees who meet them and want to participate must be allowed that opportunity if they are satisfactory performers.

Public Law 105-277, Omnibus Appropriation Act, Title IV, § 630:

[Found in the Conference Report of the FY99 Treasury, Postal, and General Government appropriations bill (House Report 105-760)]

(a) Flexiplace Work Telecommuting Programs.--For fiscal year 1999 and each fiscal year thereafter, of the funds made available to each Executive agency for salaries and expenses, at a minimum \$50,000 shall be available only for the necessary expenses of the Executive agency to carry out a flexiplace work telecommuting program.

(b) Definitions.--For purposes of this section:

(1) Executive agency.--The term "Executive agency" means the following list of departments and agencies: Department of State, Treasury, Defense, Justice, Interior, Labor, Health and Human Services, Agriculture, Commerce, Housing and Urban Development, Transportation, Energy, Education, Veterans' Affairs, General Services Administration, Office of Personnel Management, Small Business Administration, Social Security Administration, Environmental Protection Agency, U.S. Postal Service.

(2) Flexiplace work telecommuting program.--The term "flexiplace work telecommuting program" means a program under which employees of an Executive agency are permitted to perform all or a portion of their duties at a flexiplace work telecommuting center established under section 210(l) of the Federal Property and Administrative Services Act of 1949 (40 U.S.C. 490(l)) or other Federal law.

Public Law 104-52, § 620 (31 USC 1348):

Notwithstanding any provisions of this or any other Act, during the fiscal year ending September 30, 1996, and hereafter, any department, division, bureau, or office may use funds appropriated by this or any other Act to install telephone lines, any necessary equipment, and to pay monthly charges, in any private residence or private apartment of an employee who has been authorized to work at home in accordance with guidelines issued by the Office of Personnel Management: Provided, That the head of the department, division, bureau, or office certifies that adequate safeguards against private misuse exist, and that the service is necessary for direct support of the agency's mission.

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Telework Resources

Federal Telework

U.S. General Services Administration (GSA):

policyworks.gov/telework

U.S Office of Personnel Management (OPM):

www.opm.gov/wrkfam

GSA/OPM Joint Telework Website:

www.telework.gov/

International Telework

International Telework Association & Council:

www.telecommute.org

Canadian Telework Association:

www.ivc.ca/

Telework Centers

Washington DC Metropolitan Telework Centers:

www.wmtc.org

Federal Telework Centers:

<http://www.gsa.gov/Portal/offering.jsp?OID=114308>

Washington, DC Metropolitan Area Telework

Commuter Connections Telework Resource Center:

General telework information:	http://www.mwcog.org/commuter/Bdy-Telework.html
Case studies:	http://www.mwcog.org/commuter/telecase.html

Publications:

Telework--The Future is Now—by GSA and ITAC:

www.pueblo.gsa.gov/telework.htm

eWork Guide—by ITAC, AMA, and Consumer Electronics Association:

www.ce.org/eworkguide/default.asp

Managing Telecommuting in the Federal Government: An Interim Report –

by Dr. Gina Vega and Dr. Louis Brennan, PriceWaterhouseCoopers Endowment for The Business of Government:

www.endowment.pwcglobal.com/grants/brennan_vega.asp

The New Workplace of the 21st Century—A collection of studies published the

U.S. Department of Labor: www.dol.gov/dol/asp/public/telework/main.htm#top

The Evolution of Telework in the Federal Government—by Dr. Wendell Joice, GSA:

policyworks.gov/org/main/mp/library/policydocs/mworkplce.htm

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Federal Workforce: Agencies’ Policies and Views on Flexiplace in the Federal Government, Report Number GGD-97-116—by the U.S. General Accounting Office:

www.gao.gov

Telecommuting: Overview of Potential Barriers Facing Employers, Report Number GAO-01-926—by the U.S. General Accounting Office:

www.gao.gov

Telecommuting Requires Topnotch Performance Management-by OPM:

www.opm.gov/perform/articles/2001/win01-1.htm

Computer/Electronic Accommodations Program (CAP):

<http://www.tricare.osd.mil/cap>