



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

Employee Services

Friday, October 16, 2015

**MEMORANDUM FOR: HUMAN RESOURCES DIRECTORS**

FROM: MARK REINHOLD, ASSOCIATE DIRECTOR, EMPLOYEE SERVICES AND CHIEF HUMAN CAPITAL OFFICER

Subject: 2014 - 2015 Telework Call for Data

The 2014 - 2015 Telework Call for Data will be available in early November. Agency telework managing officers and telework coordinators who have been designated as the points of contact for the survey will be notified shortly via email and will be provided individual passwords to enter their data into a web-based form. Responses will cover Fiscal Years 2014 and 2015, and must be entered electronically by December 11, 2015.

The information in the call for data is required in the Telework Enhancement Act and is reported to Congress. Each year the Office of Personnel Management (OPM) assesses the data we receive from this Call, as well as feedback from agencies and other stakeholders, and makes decisions about improving the process and instrument. OPM has determined that most agency programs have progressed beyond the implementation requirements of the Telework Enhancement Act, and as such, we have streamlined the data call to focus primarily on agency frequency and participation rates. The information gathered from the Call will result in the *2016 Telework Report to Congress*.

OPM's Work-Life & Leadership and Executive Development office will provide support and assistance to agency points of contact as they respond to the 2014 - 2015 Call. Further information is available by contacting [teleworkquestion@opm.gov](mailto:teleworkquestion@opm.gov).

Telework is an important flexibility that can be used to meet a variety of agency human capital and budgetary objectives. OPM is committed to supporting the expansion of telework and assisting agencies to meet their goals.

cc: CHCOs, Deputy CHCOs