



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

Employee Services

Wednesday, October 5, 2016

MEMORANDUM FOR: HUMAN RESOURCES DIRECTORS

FROM: MARK D. REINHOLD, ASSOCIATE DIRECTOR, EMPLOYEE SERVICES

Subject: Fiscal Year 2016 Telework Call for Data

The Fiscal Year 2016 Telework Call for Data (Call) 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. Agency responses will cover Fiscal Year 2016 and must be entered electronically by Monday, December 12, 2016.

The information in the Call is required in the Telework Enhancement Act and is reported to Congress. Each year, the U.S. 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. For the Fiscal Year 2016 Call, OPM will once again include questions related to program cost savings. The information gathered from the Call will be included in the *Fiscal Year 2016 Status of Telework in the Federal Government Report to Congress*, which will be issued in 2017.

OPM's Work-Life & Leadership and Executive Development office will provide support and assistance to agency points of contact as they respond to the Fiscal Year 2016 Call. Further information is available by contacting 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: Chief Human Capital Officers, Deputy Chief Human Capital Officers