



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Washington, DC 20415

The Director

Wednesday, September 10, 2008

MEMORANDUM FOR: Chief Human Capital Officers

FROM: Michael W. Hager, Acting Director

Subject: Road Closures near Pentagon for 9/11 Memorial Dedication

On Thursday, September 11, 2008, the Arlington County Police Department will close numerous roads in Virginia in connection with the 9/11 Memorial Dedication at the Pentagon. Significant traffic disruptions in the Pentagon area are expected on Thursday morning and early afternoon.

The United States Government will remain open as usual during this period. Because of traffic congestion and related disruptions in commuting patterns, I urge you to advise affected employees to make adjustments in their modes or routes of commuting and allow extra time for travel on Thursday. This is a good time to emphasize the use of telework and flexible and compressed work schedules under the alternative work schedules (AWS) program. We expect many employees will be able to schedule their AWS day off on Thursday or use credit hours (if available) during this time. Also, agencies should consider allowing eligible employees the opportunity to telework. With supervisory approval under a written or oral telework agreement, employees may work at home or at a telework center on Thursday. Employees who wish to take time off should request leave or the use of compensatory time off by following normal procedures. We encourage agencies to approve requests for leave on these days.

Any changes in the work status of Federal employees and agencies will be announced by local media and made available on the U.S. Office of Personnel Management's (OPM's) Website at www.opm.gov. Federal and local law enforcement officials may determine additional changes are needed in traffic plans. Employees are encouraged to monitor local news media for announcements on street closures and information provided by the Arlington County Police Department at arlingtonva.us/Departments/Police/news/printarticle.asp?ID=588 and by the Department of Defense at www.defenselink.mil/home/features/2008/0708_memorial/transportation.html

A map of the street closures may be viewed at arlingtonva.us/Portals/Topics/images/911RoadClosure2008.pdf

For additional guidance, agency Chief Human Capital Officers and Human Resources Directors may contact their assigned OPM Human Capital Officers. Employees should contact their agency human resources offices for assistance.

cc: Human Resources Directors