



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT


Washington, DC 20415

Strategic Human
Resources Policy
Division

January 30, 2007

MEMORANDUM FOR HUMAN RESOURCES DIRECTORS

FROM:


NANCY H. KICHAK,
ASSOCIATE DIRECTOR,
STRATEGIC HUMAN RESOURCES POLICY

SUBJECT:

The 2006 Call for Telework Data

The 2006 Call for Telework is now available for agency data input. Agency telework coordinators, who have been designated as the points of contact for the data, will be notified shortly via email and will be provided with individual passwords to enter their data into a web-based form. Responses will cover the 2006 calendar year, and must be entered electronically by **Wednesday, February 28, 2007**.

Each year we assess the data we receive from this data call, as well as feedback from agencies and other stakeholders, and make decisions about improving the process and instrument. Last year, working intensively with the General Services Administration, our partners in the Federal telework effort, we made improvements to the questions. These changes addressed a major issue that had been a recurring theme in feedback from agencies regarding the data call: better definitions for two key terms, **telework** and **eligibility**. The questions are the same as last year with the addition of two questions focused on security.

The Office of Personnel Management (OPM) Center for Employee and Family Support Policy Work/Life Group will provide support and assistance to agency telework coordinators as they respond to the 2006 call. The information gathered from the data will result in the *2007 Telework Report to Congress*. Further information is available by contacting WorkLifeSurvey@opm.gov.

Telework is an important flexibility which can be used to meet agency human capital objectives, and OPM is committed to supporting telework and assisting agencies to meet their goals. With the heightened focus on the integration of telework in Pandemic Health Crisis planning and general emergency preparedness, telework must continue to be an integral part of agencies' business practices.