Telework Program After BRAC

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Manpower, Personnel and Security
VISION:
Leaders enabling information dominance in defense of our Nation

MISSION:
DISA, a Combat Support Agency, engineers and provides Command and Control (C²) capabilities and enterprise infrastructure to continuously operate and assure a global net-centric enterprise in direct support to joint war fighters, National level leaders, and other mission and coalition partners across the full spectrum of operations.
Objectives of Telework

- Enabler for Continuity of Operations (COOP) during emergencies
- Improve employee productivity
- Promote DISA as Employer of Choice
- Improve retention and recruitment
- Enhance DISA’s efforts to employ and accommodate people with disabilities
- Reduce traffic congestion
- Decrease energy consumption and pollution emissions
- Reduce parking congestion, transportation costs and costs of transit subsidy
Another Objective!

• Base Realignment and Closure (BRAC)
  – BRAC Announcement in 2005
  – Change in Telework Program 2008
  – Annual Employee Satisfaction Survey results in 2009
  – 2011 move to from Arlington, VA to Ft Meade, Maryland
  – Roughly 75% of the NCR workforce lived in VA
  – Telework was part of our recruitment and retention planning but not the only reason for program expansion
  – Move completed by end of Jul 2011
  – Telework program still major component of our quality of work life programs
DISA Telework Policy

• DISA employees may telework for up to 3 days per week
  – With supervisor’s approval

• Recent changes:
  – Regular teleworkers required to take laptops home daily
  – All teleworkers scheduled to telework on a day of closure are required to telework that day and other days of closure

• Written Agreement
  – Both, regular & recurring basis and ad-hoc teleworking requires a signed and approved telework agreement
  – Teleworking at home requires completion of a safety checklist

• Same hours of duty rules apply
  – Must be working during core hours
  – Overtime/compensatory time approved by supervisor in advance
  – Teleworking hours must be reported in time and attendance system
“Telework is working”

Just do it