UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000

PERSONNEL AND READINESS

MAR - 1 2022

MEMORANDUM FOR SENIOR PENTAGON LEADERSHIP
DEFENSE AGENCY AND DOD FIELD ACTIVITY DIRECTORS

SUBJECT: Extension of Maximum Telework Flexibilities

In response to the ongoing coronavirus disease 2019 pandemic, as an exception to policy in DoD Instruction 1035.01, "Telework Policy," DoD Components may allow their civilian employees to telework with a child or other persons requiring care or supervision present at home until September 30, 2022. Employees must still account for work and non-work hours during their tour of duty and take appropriate leave (paid or unpaid) to account for time spent away from normal work-related duties to care for a child or other person requiring care or supervision.

For more information, my point of contact is Ms. Taiwanna Smith, Director, Benefits, Wage and Nonappropriated Fund Policy, Defense Civilian Personnel Advisory Service, at (571) 372-1642 or taiwanna.r.smith.civ@mail.mil.

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