



**DEPARTMENT OF DEFENSE**  
DEFENSE CIVILIAN PERSONNEL ADVISORY SERVICE  
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**FOR:** CIVILIAN PERSONNEL POLICY COUNCIL MEMBERS

**FROM:** Defense Civilian Personnel Advisory Service Director, Mr. Daniel J. Hester

**SUBJECT:** Extension of Maximum Telework Flexibilities

**AUDIENCE:** Appropriated Fund and Nonappropriated Fund (NAF) Personnel

**ACTION:** Disseminate to Department of Defense (DoD) Human Resources Practitioners

**REFERENCES:** DoD Instruction (DoDI) 1035.01, "Telework Policy," April 4, 2012, <https://www.esd.whs.mil/Portals/54/Documents/DD/issuances/dodi/103501p.pdf>

**BACKGROUND/INTENT:** On September 27, 2022, the Under Secretary of Defense for Personnel and Readiness approved a limited exception to the above referenced policy. This exception will remain in place until telework guidance is updated in the next revision of the Consolidated DoD Coronavirus Disease 2019 Force Health Protection Guidance.

Under this exception, DoD Components may allow their civilian employees to telework with a child or other persons requiring care or supervision present at home. 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.

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Attachment:  
As stated