

Want to Increase Hiring of People with Disabilities? Offer Telework.



Kareem Dale, Special Assistant to the President for Disability Policy, discussed reducing unemployment for people with disabilities and how telework can play a role.

President Obama is fully committed to promoting and enabling more Federal employment of people with disabilities. In the opening keynote address at the Telework Exchange Spring Town Hall Meeting on April 8, 2010, in Washington, D.C., Kareem Dale, Special Assistant to the President for Disability Policy, stated, "We now have a formidable team," mentioning Kathy Martinez, who heads the Office of Disability Employment Policy at the Department of Labor (DOL), "and we stand poised and ready to reshape the landscape for the employment of people with disabilities in our community."

In fact, in late April, several weeks after Dale spoke at the Town Hall Meeting, DOL, in conjunction with the Office of Personnel Management (OPM), held one of the first-ever job fairs specifically geared to people with disabilities. More than 50

agencies participated and more than 500 prospective employees were interviewed. OPM also held a training seminar in March for 600 human resources professionals and hiring managers from several agencies, as well as for people with disabilities who were seeking Federal jobs. In addition, OPM has a video available that explains Schedule A and how to use it to hire people with disabilities.

Telework is a key tool in the Federal government's effort to increase hiring of people with disabilities, but Federal agencies need to work harder to find ways to incorporate it into their employment and management efforts, Dale remarked. He referenced the recent Telework Exchange study, "Unnecessary Barriers," that found only half of agencies are relying on telework to hire people

CONTINUED ON PAGE TWO

Agencies Get Set to Expand Telework to Meet Greenhouse Gas Reduction Mandate

Commuting time and expense is not just a burden on each individual employee – it also factors into an agency's total carbon footprint. So as Federal leaders begin to contemplate how to effectively reduce their environmental impact, telework must be a major part of the conversation, stated Bob Perciasepe, Deputy Administrator



Bob Perciasepe, Deputy Administrator for EPA, highlighted the agency's efforts to reduce its carbon footprint at the Spring Town Hall Meeting.

for the Environmental Protection Agency (EPA), during his luncheon address at the Spring 2010 Telework Exchange Town Hall Meeting in Washington, D.C.

CONTINUED ON PAGE TWO

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CONTINUED FROM PAGE ONE

with disabilities and that 50 percent of employees believe their agencies do not have the tools and resources necessary to hire, promote, and retain people with disabilities.

"This must change," Dale stated emphatically. "The bottom line is that millions of people with disabilities around the country can work, want to work, are capable of working, and are ready and willing to work. But they sometimes need telework as an option, as a tool, as a resource to become productive, taxpaying members of society. And telework must be accessible to all of those who need it."

Dale, who is blind, noted that he was able to telework during the snow-induced government shutdown of early 2010. "If the White House can allow me to telework from home – with the accessible equipment and software that I have to have on my computer and that has to work with the many security layers and procedures that the White House has in place – if the White House can do it, then any Federal agency can do it," he stated.

Dale noted that a major barrier to hiring those with disabilities is that agency managers do not take advantage of – and often do not even know about – Federal programs that can speed the hiring process or provide financial and technical assistance.

Among these tools is Schedule A, which allows Federal agencies to fast-track the hiring of qualified employees who have disabilities. The Telework Exchange survey found, however, that 36 percent of those involved with hiring decisions or approving those hires had no knowledge of Schedule A. Dale called this finding "unacceptable."

Likewise, many agency personnel are unaware of the Computer Electronic Accommodations Program (CAP). This unique Department of Defense initiative provides computers and assistive technologies for people with disabilities who work within the Federal government, including those who need to telework on a full- or part-time basis. And, Dale noted, they provide this help at no cost to the hiring Federal agency involved. "Therefore, there is no excuse," he stated.

While progress is being made, much work remains to be done to improve the job prospects of people with disabilities, according to Dale. And that includes leveraging the very tangible benefits of

telework to ensure that even those with physical disabilities can obtain a Federal job and work productively.

"I challenge each and every one of us, both inside and outside the government, both employers and employees: Let us recommit to the principles of equality," Dale said. "Together, we can ensure that people with disabilities are able to work, be productive members of society, support their families, be role models for others, and support the American Dream."

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CONTINUED FROM PAGE ONE

The EPA, he explained, has a number of interests in this issue, but one is strictly personal. The agency has determined that the commuting done by its own workforce makes up 25 percent of the agency's total greenhouse gas emissions.

"One day of commuting by all EPA employees equals 20,000 gallons of gasoline and enough carbon dioxide emissions to equal 22 houses and all the cooking and electricity they would use during the course of the year," he explained. "But if we took just 75 EPA workers and let them work at home two days a week for a year, that would be 14,000 gallons of fuel savings and 10 tons of greenhouse gas savings."

President Obama also sees the correlation. In October 2009, he signed Executive Order 13514 – *Federal Leadership in Environmental, Energy, and Economic Performance* – to instruct agency officials to, among other things, look specifically at their employees' commutes and what impact it has on their overall carbon footprint.

The entire directive takes a cumulative approach to the problem, specifically directing agencies to make it a top priority to reduce greenhouse gases, reduce waste, conserve water, and leverage the Federal buying power to obtain more energy-efficient products and sustainable goods and services.

To meet the very specific sustainability goals outlined in that Order, the Federal government must reduce its total greenhouse gas emissions 28 percent by 2020. The Executive Order has three scopes, or phases. The first two address fleet vehicles (or the official vehicles owned or operated by the Federal government) and government-owned or -leased

buildings and facilities. The third scope requires agency officials to study its employee commuting profile and how the use of telework, flexible work schedules, or mass transit might maximize their long-term strategy to reduce their organization's greenhouse gas emissions and overall carbon footprint.

To read the full article, visit www.teleworkexchange.com.

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The Teleworker Highlights

It's the Latest Management Trend...but Can ROWE Work for the Feds? By Kathy Kadilak

At a White House Forum on workplace flexibility in late March of this year, John Berry, Director, Office of Personnel Management (OPM), announced a new initiative to implement the "Results Only Work Environment" or ROWE on an experimental basis within his organization. Four hundred OPM staffers, including those in Berry's own office, will be transitioned into ROWE.

How will this align with a Federal work environment and culture? The answer has yet to be determined. On the one hand, the Federal government has offered various forms of flexible work arrangements since the late 1970s. The idea of flexibility is not new. Further, the government has been promoting telework for 20 years now. These factors will facilitate implementation of a more progressive flexible work environment.

About the Author

Our guest columnist, Kathy Kadilak, retired from the Department of Justice in March 2007, after more than 12 years

leading the agency's worklife and telework initiatives. For the past three years, she has been engaged in telework consulting activities and freelance writing on telework and other worklife-related issues.

To read the full article, visit www.teleworkexchange.com.

California Hopes to Build on Telework Momentum with New Security Policy

The State of California has had a formal government-wide telework guidance document in place since 2003. While it encouraged the work arrangement and addresses key managerial questions, the document did not include specific guidance on more technical concerns. That changed recently when the state's Office of the Chief Information Officer issued a government-wide policy defining telework and remote access security standards.

All agencies must comply with the security policy or submit a detailed plan and a timeline for meeting the new standards by July 1, 2010.

For more information on the California telework security policy, visit: www.cio.ca.gov/Government/IT_Policy/pdf/SIMM_66A.pdf.

To read the full article, visit www.teleworkexchange.com.

Unnecessary Barriers: Government to Make Great Strides in Hiring Americans with Disabilities

A recent study, conducted by Telework Exchange and the Federal Managers Association, revealed that 71 percent of Federal employees feel their agency is committed to hiring employees with disabilities. While a step in the right direction, there is opportunity for improvement. Just half of surveyed managers say their agency is equipped to make good on this commitment. Nearly half of Federal managers report they have not received adequate training to effectively manage employees with disabilities – an unnecessary barrier in employing and retaining disabled Americans.

The study, "Unnecessary Barriers," revealed room for the Federal government to implement employment policies to provide Americans with disabilities a chance to reach their full potential.

To view the full report, visit: www.teleworkexchange.com/unnecessarybarriers.

To read the full article, visit www.teleworkexchange.com.



Spring 2010 Telework Exchange Town Hall Meeting



Attendees gather at the Town Hall Meeting to learn remote management best practices.

Perspectives from the Town Hall Meeting: Telework Takes Off

When Telework Exchange held its 2010 Spring Town Hall Meeting on April 8 in Washington, D.C., it had been a full two months since "Snowmageddon" had wreaked havoc on the national capital region. However, the high-profile role that teleworkers effectively played in keeping their part of the Federal government operating during the unprecedented snowstorm permeated the discussion of five expert panels, even as they touched on the key issues currently confronting telework programs, including technology, managing a remote workforce, and enabling business continuity.

Telework's advance in popularity, acceptance, and relevance as a productive work arrangement ensured a large turnout for the Spring Town Hall Meeting.

The Town Hall Meeting consisted of two tracks, one focused on technology issues and the other on management considerations. A joint session on telework's role in enabling business continuity closed the agenda.



Aaron Glover, DISA, highlighted business continuity lessons.

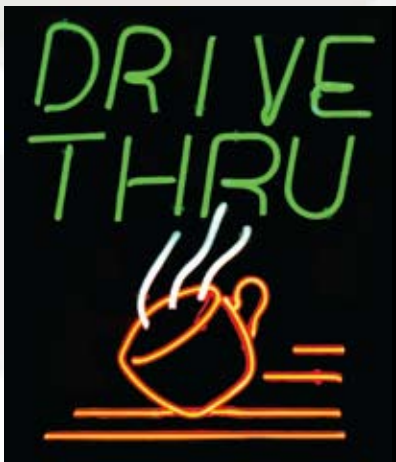
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Did You Know? Computer/Electronics Accommodations Program (CAP)

The Computer/Electronics Accommodations Program (CAP) supports agency telework policies by providing services and accommodations for employees with disabilities who telework as a form of reasonable accommodation. CAP provides assistive technology and workstation equipment and delivers a budget-neutral solution to accommodating employees with disabilities who telework.

For more information on CAP's Telework Initiative, please call 703-681-8813 or visit www.tricare.mil/cap.



Telework Exchange Highlights

Senate Telework Bill Approved; House Telework Bill Falls Short

On May 24, 2010 the Senate passed S.707, *The Telework Enhancement Act of 2010*. The bill improves teleworking in executive agencies by making Federal employees presumptively eligible to telework and requires all agencies to establish telework policies, designates a Telework Managing Officer, and ensures that telework is part of the agency's continuity of operations planning.

On May 6, the U.S. House of Representatives voted down H.R. 1722, the *Telework Improvements Act of 2010*,

by a 268-147 vote. With passage of the companion Senate bill, House sponsors hope to reintroduce their proposed legislation in June.

BRAC Creates Opportunity for Telework

As part of the base realignment and closure (BRAC) plan, more than 19,000 defense workers will move to new worksites by 2011 – mostly along the I-95 corridor in northern Virginia, far from public transportation. This will force workers to add to the Metropolitan Washington, D.C. area traffic congestion and cause at least two choke points along I-95. The Department of Defense is looking into ways to avoid putting more commuters on the road by using shuttle bus service, slug lines, flexible work hours, ride sharing, carpooling, transportation vouchers, van pools, and teleworking. In an effort to limit gridlock in northern Virginia, U.S. Rep. James P. Moran (D-Va.) has asked Congress to limit the number of transfers to a new office building in Alexandria, Virginia to 1,000 cars – a mandate that would force the Pentagon to delay moves or act quickly to come up with commuting alternatives.

Webcast: Maintaining a Secure Telework Network

In a successful telework program, agencies must ensure teleworkers are equipped and properly trained to work in a secure remote environment. On June 17, Telework Exchange and Hughes Network Systems will host a Webcast focused on this important topic titled, *Maintaining a Secure Telework Network*. To register for the Webcast, please visit www.teleworkexchange.com/maintainingasecurenetwork.

CSC Announces Secure CAC Solution for Teleworkers

CSC recently announced a new secure connectivity solution for teleworkers – the Common Access Card (CAC) Enabled – Remote Access Solution (CE-RAS). Using this technology, employees can access government networks from non-government computers, regardless of location. According to CSC, this is the first government-approved telework solution which permits the use of non-government equipment to connect to government networks. CE-RAS was procured under the U.S. General Service Administration's Millennium contract and currently is being used in the Office of the Secretary of Defense, Office of the Director, Cost Assessment and Program Evaluation.

For more information about CSC's security solutions, visit www.csc.com/security.

Try Out a GSA Telework Center at No Cost to You

The General Services Administration (GSA) Telework Centers are convenient to home and community, and they offer secure, professional office environments with high-speed Internet access, office equipment and furnishings, and technical support if needed. GSA sponsors 14 Telework Centers in Maryland, Virginia, and West Virginia and is offering open houses on June 18 and July 16, from 12:00 p.m. – 4:00 p.m.

For more information, visit www.gsateleworkcenters.org.

Webcast: Going the Distance – Effectively Managing Remote Workers

On May 18, Telework Exchange and Adobe hosted a Webcast focused on tactics for managing, enabling, and communicating with remote workers, entitled, *Going the Distance – Effectively Managing Remote Workers*. The Webcast included strategies and best practices from Adobe, the Federal Deposit Insurance Corporation, and Telework Exchange. For more information, please visit www.teleworkexchange.com/managingremoteworkers.

Unlock Gridlock 2010

Telework Exchange, in partnership with Telework!VA, hosted *Unlock Gridlock 2010*, a half-day event held May 19th that focused on promoting alternative commuting options to Virginia-based businesses. The program allowed Virginia employers to explore ways to curb their carbon footprint and unlock gridlock on the Commonwealth's roadways. For more information, including event presentations and photos, visit www.teleworkexchange.com/unlockgridlock.



The Teleworker

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