



Office of Justice Programs at the Department of Justice Telework Program

- ❑ Who is OJP? - Federal resource for the justice and law enforcement community by providing and coordinating information, research and development, statistics, training, and support to help build the capacity it needs to meet its public safety goals.
- ❑ Program established in 2005 with a Negotiated Agreement with American Federation of State, County, and Municipal Employees.
- ❑ Almost 80% of OJP positions are eligible in some form – regular or project based - both employees and supervisors.
- ❑ Standard program development – policy, training and process.



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- ❑ What happened in 2009? - Increased participation by 100% in one year.
- ❑ Why? – Used as a tool to assist office in awarding \$2.7 billion in Recovery Act Funding over 7 months with no additional positions.
- ❑ How? – Workplace flexibilities – Leadership support for hours of work expanded to 6am-8pm and increased telework to 3 days a pay period.



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Tools for Success at OJP –

- ❑ Goal Setting – Recruitment/retention – program effectiveness.
- ❑ Telework Champions in Organization – absolute must have to support the program.
- ❑ Creative Strategies – Office best practices in telework panel sessions, split tours, expansion during H1N1, position indicators.
- ❑ Communication and Training - Employees and supervisors.
- ❑ Informal Resolution Process - When employees have been disapproved.
- ❑ Culture Change - Working from home to working remotely.
- ❑ Expanding Technology Environment – Video teleconference, virtual meetings.



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Tools of Success at OJP –

- Employee Viewpoint Survey – 80% satisfaction rate with work life flexibilities (Change in Culture).
- Manager Feedback Regarding Work Productivity – ARRA.
- Established Volunteer Work and Family Workgroup.
- Revised Collective Bargaining Agreement – Memorandum of Understanding.
- Laptop Preference Pilot – Apple or Dell.
- Identify Cost Savings in Transit Subsidy Program.
- Future Workspace Savings.
- Time and Attendance Reporting and System Access Reporting.
- Accountability and Employee Relations – Address it.