



GAO
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Results of Work: Continuity of Operations Planning and Telework

Telework Exchange Town Hall Meeting

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Telework: Responses by Question

The following tables summarize the most recent agency responses to questions on the use of telework in responding to disruptions to operations. For comparison, we also provide responses from the survey we conducted in 2004.

Question	Year	Yes	Yes ^a (no doc)	No
Does the agency have a telework policy?	2005	22	1	0
	2004 ^b	19	3	0
If yes, does the policy specifically address COOP events?	2005	2	6	15
	2004	1	2	19
Does the COOP plan specifically address telework?	2005	12	3	8
	2004	2	1	19
Does the agency coordinate its COOP and telework planning processes?	2005	4	13	6
	2004	0	5	17
Was the agency's telework coordinator involved in COOP planning?	2005	1	14	8
	2004	0	6	16

Source: Analysis of agency responses to GAO questions.

^a Agencies provided a positive response but did not provide adequate documentation to support their response.

^b In 2004, one agency did not respond, resulting in a total of 22 responses for that year versus 23 responses for 2005.

Telework: Responses by Question (cont'd)

Question	Year	Yes	Yes ^a (no doc)	No
Are any of the COOP essential team members expected to telework in a COOP event?	2005	3	6	14
	2004	1	2	19
Were staff informed of their responsibility to telework during a COOP event?	2005	1	10	12
	2004	1	3	18
Has the agency ensured that it has adequate technological capacity for staff to telework during a COOP event?	2005	0	14	9
	2004	0	5	17
Will the agency provide technological assistance to staff during a COOP event?	2005	3	11	9
	2004	0	5	17
Did the agency train staff how to telework during a COOP event?	2005	0	13	10
	2004	0	3	19
Has the agency tested the ability of staff to telework during a COOP event?	2005	3	7	13
	2004	0	2	20

Source: Analysis of agency responses to GAO questions.

^a Agencies provided a positive response but did not provide adequate documentation to support their response.

Telework: Responses by Question (cont'd)

Question	Year	Yes	Yes ^a (no doc)	No
Are any personnel not designated essential for COOP purposes expected to telework during an emergency?	2005	0	11	12
	2004	0	7	15
Were staff informed of their responsibility to telework during a COOP event?	2005	1	5	17
	2004	0	3	19
Has the agency ensured that it has adequate technological capacity for staff to telework during a COOP event?	2005	0	8	15
	2004	0	7	15
Will the agency provide technological assistance to staff during a COOP event?	2005	0	7	16
	2004	0	5	17
Did the agency train staff how to telework during a COOP event?	2005	0	4	19
	2004	0	1	21
Has the agency tested the ability of staff to telework during a COOP event?	2005	0	4	19
	2004	0	3	19

Source: Analysis of agency responses to GAO questions.

^a Agencies provided a positive response but did not provide adequate documentation to support their response.