



Commonwealth of Virginia (COV)

Building a Telework-Friendly Culture Across Agencies

I

Create a Foundation

Code of Virginia:

As of 7/08 "Telework" means a work arrangement in which employees perform job duties away from the central workplace at least 1 day per week (or 32 hrs per month). ...

Code also requires creation of a policy for teleworking participation & promotes use of COV IT assets where feasible but allows use of non COV computing devices if such use is technically & economically practical & meets information security stds as established by the Virginia Information Technologies Agency, or receives an exception from COV CIO or his designee.

II

Provide Guidance

Implementation Guidance:

"Road Map" published 2/08 to support agency initiatives.

Human Resource Policy: The COV Telework policy was revised in 7/07 to reflect the new Code definition & to promote telework as a strategy for improving work/life balance, decreasing traffic & pollution, & serving as a recruitment & retention tool.

Technology Standard: COV "Use of Non-COV Devices to Telework Standard" for use of non COV computers effective July 1, 2007

Financial Policy: COV issued a telework expense policy 7/08 allowing payments for expenses under certain conditions.

III

Measure Progress

Code of Virginia Target:

By January 2010, each state agency, except the State Police, shall have not less than 20 % of its eligible workforce teleworking.

Measure: There are 94,543 employees in the Executive Branch of which 4,617 (5%) were eligible teleworkers in 2007 and 2,712 (3%) actively teleworked. By August 08, 22,764 (24%) were designated eligible for telework and 5,179 (5.5%) were actively teleworking! The number increases each month!