



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT BELVOIR
9820 FLAGLER ROAD, SUITE 213
FORT BELVOIR, VIRGINIA 22060-5928

REPLY TO
ATTENTION OF

IMNE-BEL-PAI

MEMORANDUM FOR US Army Fort Belvoir Garrison Civilian Employees

SUBJECT: Telework Test Pilot

1. References:

- a. United States Code, 5 USC 6101.
 - b. Code of Federal Regulations, 5 CFR 610.
 - c. Public Law 106-346, Section 359.
 - d. DoD Directive, 1400.25, DoD Civilian Personnel Management System, 25 November 1996.
 - e. DoD Memorandum, Telework Policy and Guide, 22 October 2001.
 - f. IMCOM Regulation 690-16, Alternate Work Schedule (AWS) Program and Telework Policy.
2. The purpose of this memorandum is to provide guidance and procedures to launch a telework test pilot in accordance with the enclosed Fort Belvoir Garrison Telework Program Guide. For the purposes of the test pilot, only home telework is authorized.
3. Selection for participation in the test pilot is at the discretion of the supervisor or director. Employee participation in the pilot is not an entitlement. Implementation of the telework test pilot will commence on 8 November 2009 and conclude on 13 March 2010.
4. Supervisors and employees will adhere to all applicable rules, regulations, and guides for personnel management and telework. Additional information is provided at the US Office of Personnel Management website: www.opm.gov.
5. The point of contact for the telework test pilot is Ms. Begin-Ortiz, Director, Plans, Analysis, and Integration at (703) 805-1265.

Encl

/// ORIGINAL SIGNED ///

JERRY L. BLIXT
Colonel, USA
Commanding

“LEADERS IN EXCELLENCE”