

From: All Councils <COUNCIL-ALL@LISTSERV.GSA.GOV> **On Behalf Of** Alycia Yozzi

Sent: Tuesday, June 01, 2021 10:07 AM

To: COUNCIL-ALL@LISTSERV.GSA.GOV

Subject: [External_Sender] [Council-ALL] Update on Timing for Agency Plans for Safe Increased Return to the Workplace

Sent on behalf of the Safer Federal Workforce Task Force.

Hello,

Thank you for your continued work throughout the pandemic to ensure the safety and effectiveness of the Federal workforce. We are reaching out with an important update on the timing for final agency plans regarding the safe reentry of employees and onsite contractors to the physical workplace.

As we continue to make progress in our efforts to combat the pandemic, with this notice, the Safer Federal Workforce Task Force (Task Force) is providing additional information to agencies on planning for how and when to return an increased number of employees and contractors, as appropriate, in-person to the Federal workplace (“reentry”).

(1) Submission of Planning Documents

As you know, agency planning is already in progress for post-reentry personnel policies and work environment, through a process that is being convened by the President’s Management Council (PMC), led by OMB, GSA, and OPM. Agencies have received a template for submitting their *draft* approaches to OMB by **June 18**.

The Task Force, in collaboration with OMB, OPM, and GSA, is sharing an update today that agencies will need to have *finalized* their plans for *both reentry* and *post-reentry* procedures and policies by **July 19**. Agencies may submit earlier at their discretion.

These final plans should:

- Build on the draft post-reentry approaches submitted by agencies to OMB by June 18, integrating feedback agencies will receive from OMB, OPM, and GSA; and
- Now also include:
 - A phased reentry schedule, consistent with: (1) provision of ample notice to employees and satisfaction of collective-bargaining obligations (*see section 2 below*), (2) the agency’s intended post-reentry work environment, and (3) Task Force updates on workplace safety and OMB, OPM, and GSA guidance on post-reentry personnel policies and work environment (*see section 3 below*); and
 - Other operational steps your agency will take to safely increase the number of individuals in the physical workplace, informed by current (*as of the time of plan finalization*) guidance from the Task Force, CDC, and other relevant guidance from Federal workplace safety agencies, such as DOL OSHA.

As a reminder, at any time, agencies may pursue an exception from the model safety principles set forth by [M-21-15](#). Exception requests should be emailed to SaferFederalWorkforce@gsa.gov, using the form previously provided to agency staff representatives to the President's Management Council.

(2) Ample Notice to Employees and Satisfaction of Collective-Bargaining Obligations

Through the PMC-led planning process on post-reentry personnel policies and work environment, agencies have been advised that they should satisfy applicable collective-bargaining obligations and provide ample notice to any employees who will be returning to the physical workplace, who will have altered work schedules, or who will otherwise have altered work circumstances, consistent with the agency's intended post-reentry work environment. These determinations should be informed by ongoing discussions with employees, their representatives at all levels of the agency, supervisors, agency leadership, and other stakeholders about how to set up the agency and its workforce for success in the post-reentry environment.

It is important for agencies to keep in mind that Federal employees are continuing to balance child care, elder care, and other responsibilities while doing their part to deliver exceptional service to the American people, and employees will need ample time to address these arrangements as they plan to reenter the workplace.

(3) Additional Government-Wide Updates

As part of the ongoing dialogue between OMB, OPM, GSA, and agencies about post-reentry planning, guidance to agencies will be updated to support agencies and supervisors in implementing personnel policy and work environment flexibilities with staff.

Also, as previously noted, agencies should not be acting or basing planning on M-20-23's outdated parameters. The Task Force will continue to provide updates on workplace safety via SaferFederalWorkforce.gov.

(4) Next Steps

To confirm upcoming dates:

- A completed template for an outline of an agency's *draft* proposed approach for post-reentry personnel policies and work environment is due to OMB by **June 18**.
- *Final* agency plans for reentry and post-reentry are due to OMB by **July 19**. Agencies may submit earlier at their discretion.
- Implementation of a phased return of employees and onsite contractors, on a schedule consistent with the agency's final plan (including its planned approach to post-reentry personnel policies and work environment), may begin **after** satisfaction of applicable collective-bargaining obligations and provision of ample notice to affected individuals.
- Note that implementation of agency plans may change given the evolving nature of the pandemic; agencies will be promptly notified of any such change by the Task Force.

(5) Questions?

Please email saferfederalworkforce@gsa.gov if you have any questions regarding agency planning for safely increasing the number of individuals in the physical workplace.

Please email futureofwork@omb.eop.gov if you have any questions regarding agency planning for post-reentry personnel policies and work environment.

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