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DEPUTY POSTMASTER GENERAL AND  
CHIEF HUMAN RESOURCES OFFICER



January 7, 2022

OFFICERS

SUBJECT: Postal Service COVID-19 Contingency Telework Policy

Due to the current effects of the COVID-19 Omicron variant, we are extending the return to workplace date until March 14, 2022. Officers, Executives, and Pay Band Employee are expected to continue to report to their duty station as scheduled. We will continue to monitor the situation and evaluate our COVID-19 Contingency Telework policy as it pertains to our overall return to workplace strategy.

Managers should ensure they have established teleworking schedules consistent with *MI EL-3190-2021-2 Telework Program for Non-Bargaining Employees and PCES*. Also, managers should contact Headquarters Facilities if they require assistance identifying workstations for Headquarters (HQ) employees who currently do not have an assigned workspace. Employees should take this time to prepare appropriate arrangements for childcare and other personal issues that would be impacted by the resumption of normal "in office" attendance policies.

HQ Facilities will be releasing policies related to HQ Parking prior to March 2022.

Telework for bargaining unit employees will be governed by the current Memorandum of Understanding (MOU) on Telework. Any modification to the existing bargaining unit telework MOU will be determined through negotiation with our union partners.

Questions regarding this memorandum should be directed to Joseph R. Bruce, Senior Director, National Human Resources, at [joseph.r.bruce@usps.gov](mailto:joseph.r.bruce@usps.gov).

A handwritten signature in black ink, appearing to read "D. Tulino".

Doug A. Tulino