



NATIONAL ASSOCIATION OF POSTAL SUPERVISORS

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February 5, 2025

Board Memo 015-2025: BREAKING NEWS: Telework Program for Non-Bargaining Employees

Executive Board,

The USPS will be rescinding and modifying the existing Management Instruction EL-310-2024-2 7/30/04 Telework Program for Eligible Non-Bargaining Employees and PCES policy.

Participating employees may continue to telework 3 days a week for the next 30 days. Effective March 10, 2025, telework will be reduced to a maximum of 2 days per week for a period of 90 days.

Beginning June 9, 2025, participating employees may only telework 1 day per week. Non-Bargaining employees and PCES are expected to report to their assigned stations at least 4 days a week.

Employees who telework due to reasonable accommodation and approved by the Reasonable Accommodation Committee may continue to telework according to their approved accommodation.

Please share with your membership.

Thank you and be safe.

NAPS Headquarters



February 4, 2025

OFFICERS

SUBJECT: Telework Program for Non-Bargaining Employees and PCES

The Postal Service continues to focus on implementing the strategies in our Delivering for America Plan. Improving efficiencies across all operational and administrative functions is key to our success. Driving that improvement and increasing the level of collaboration and innovation requires that our policies are consistent with industry trends and produce the desired results. To that end, we are immediately rescinding our existing telework policy and modifying the policy as follows.

Teleworking employees may continue to telework up to three days a week for the next 30 days. Effective March 10, 2025, the number of approved teleworking days will be reduced to a maximum of 2 days a week for a period of 90 days.

Beginning June 9, 2025, participating employees may telework only 1 day per week. All non-bargaining employees including PCES are expected to report to their assigned (Form 50) duty stations at least 4 days a week unless on official travel. All other time and attendance policies for non-bargaining employees remain unchanged.

Management Instruction *EL-310-2024-2 7/30/24 Telework Program for Eligible Non-Bargaining Employees and PCES* will be updated to reflect this policy. As is the case under the current policy, vice presidents have discretion to limit or deny participation of their staff in the teleworking program.

Any employee who teleworks due to a reasonable accommodation approved by the Reasonable Accommodation Committee (RAC) may continue to telework according to their approved accommodation.

This memorandum does not apply to or change any telework performed under a collective bargaining agreement.

We will continue to evaluate and review telework and other alternate policies for possible future changes.

Please communicate this policy to your managers. Any questions regarding this policy should be addressed to Phyllis O'Neil-Mcinnis, Acting Sr. Director, National Human Resources, at Phyllis.Oneil-Mcinnis@usps.gov.

A handwritten signature in blue ink that reads "Doug A. Tulino".

Doug A. Tulino