Patent Public Advisory Committee Meeting
Telework Enhancement Act of 2010

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July 14, 2011
Telework Enhancement Act

What Does the Legislation Mean for the Federal Government?

• Grants Federal employees eligibility to telework
• Requires Federal agencies to establish telework policies
• Requires Federal agencies to designate a Telework Managing Officer
• On or before June 7, 2011 Federal agencies must/were expected to:
  - Establish policy for eligible employees to telework
  - Determine employee eligibility
  - Notify all employees of their eligibility
  - Establish interactive training programs for teleworkers and telework managers
  - Include telework in business continuity (COOP) plans
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What Does the Legislation Mean for the USPTO?

Allows the USPTO to conduct a seven-year test program

– Designed to enhance cost savings or other efficiencies that accrue to the Government
– Oversight provided by committee comprised of equal representation of labor and management
– Program participants are full-time teleworking employees
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USPTO Oversight Committee Established in March 2011

- Patents Management
- Trademarks Management
- Chief Administrative Officer
- Labor Relations
- POPA
- NTEU 245
- NTEU 243
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Prior to Program Implementation

• Cost-Benefits Analysis and Criteria for Evaluating Program Effectiveness will be submitted to the Administrator of General Services and to Appropriate Committees of Congress

• Operating Procedures will be developed by USPTO Oversight Committee
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Cost Benefits Analysis

Outlines the costs and benefits related to:

– Impact on Agency Efficiency
– Impact on Real Estate
– Continuity of Operations
– Transit Subsidy
– Environmental Impact
– Staffing Impact
– Administrative Support
Operating Procedures

• Provide for the appropriate functioning of the program
• Ensure that
  – reasonable technological or other alternatives to employee travel are used before requiring employee travel
  – program is applied consistently and equitably throughout the Patent and Trademark Office
  – optimal operating standard is developed and implemented that maximizes telework and minimizes agency travel expenses
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Eligibility

- Eligible to telework the full pay period, but for the biweekly reporting requirement
- Voluntarily change their official duty station outside of a 50-mile radius within the contiguous 48 United States
- Waive rights to travel expenses for employee-paid trips
- Be identified as part of the pilot program
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Phased Participation

• Twenty-five percent of current full-time teleworkers will be offered the opportunity to join the pilot program
• Bargaining unit participation:
  – POPA 668 slots
  – NTEU 245 84 slots (3 reserved for TTAB)
  – NTEU 243 88 slots
Alternate Worksites on the Test Program

• All alternate (permanent/temporary or workspace used during travel for work) worksites must meet security, safety and privacy requirements
• Employees must not work in a public area
• An approved official duty station is the city, town and/or county and state in which the individual employee works
  – must be located in the contiguous 48 United States
Impact on Employee Pay

• Participation in this program may impact the employee’s pay, due to differences in locality pay

• Patent examiners’ pay will be unaffected due to their special pay rate, unless an examiner moves to a higher cost of living area (then they would be paid the higher rate)
Travel Requirements

- The USPTO is authorized to establish a reasonable maximum number of occasional visits to headquarters before employees are eligible for payment of any accrued travel expenses.
- The intent of this program is to bring employees back to campus as few times as possible.
- The purposes for trips will be combined where possible to reduce travel.
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Measuring Program Success

Program evaluation will include:

• Agency performance
• Cost effectiveness
• Employee satisfaction
• Recruitment
• Stakeholder satisfaction
• Retention
Evaluation

Quantitative Analysis of Production Data
• At designated intervals the USPTO will assess production data and examination time for different populations of employees

Qualitative Perception Survey Data Analysis
• Surveys will gather information about satisfaction with telework, individual time/cost savings, job satisfaction, job performance, collaboration, and retention
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Questions/Comments?