

Patent Public Advisory Committee Meeting Telework Enhancement Act of 2010



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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



Telework Enhancement Act

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



Telework Enhancement Act

USPTO Oversight Committee Established in March 2011

- Patents Management
- Trademarks Management
- Chief Administrative Officer
- Labor Relations
- POPA
- NTEU 245
- NTEU 243



Telework Enhancement Act

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



Telework Enhancement Act

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



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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



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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



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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)



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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



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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?