To: All FAA Employees

Subject: Updated Guidance on Telework Flexibilities in Response to Coronavirus (COVID-19)

In addition to the DOT guidance you recently received, this memorandum from OMB provides additional guidance to all Federal Executive Branch departments and agencies on telework flexibility in response to COVID-19. Please note the following for FAA:

- Telework does not apply to emergency essential or mission critical operational employees.
- The FAA equivalent to safety leave is weather leave (CASTLE code 061).

The COVID-19 situation continues to evolve rapidly, and I know you continue to have questions. I expect to provide additional guidance for FAA’s workforce along with FAQs shortly. We are also planning an FAA-wide telework exercise – more to come this afternoon. If you have questions in the meantime, please call your Office of Labor and Employee Relations (LER) specialist, or talk with your manager.

Additional guidance and information will continue to be published on the FAA COVID-19 Information page.

In Partnership,

Annie B. Andrews
Assistant Administrator, Human Resource Management