



March 13, 2020

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

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