



DEPARTMENT OF THE AIR FORCE
WASHINGTON DC

OFFICE OF THE SECRETARY

February 7, 2025

MEMORANDUM FOR Office of the Deputy Assistant Secretary of Defense for Civilian
Personnel Policy

SUBJECT: Department of Air Force Initial Return to In-Person Work Data for the DoD
Implementation Plan

Reference: (a) Secretary of Defense Memorandum, *Initial Department of Defense
Implementation Guidance, Return to In-Person Work*, 31 January 2025

In response to reference (a), please find attached the Department of the Air Force
response to the following questions:

- The number of employees on remote agreements, their remote duty locations, and the most appropriate Agency worksite to assign the employees based on the employees' duties and job functions;
- An estimate of the costs and resource implications when a new duty station is more than 50 miles from the current worksite;
- An assessment of any risks, barriers, or resource constraints that would prevent the return of all employees to in-person work, e.g., availability of suitable office space, budgetary impacts, etc., and the Component's plan for overcoming those barriers;
- A description of the Component's plan that will be used to determine exceptions based on disability, qualifying medical condition or other compelling need; and
- Information regarding applicable CBAs and necessary steps to bring these CBAs into compliance with the Presidential Memorandum.

Should additional information be required, my POCs for this initiative are: Maria
Ciepiela@us.af.mil, and Nancy Klinitzki, nancy.klinitzki.1@us.af.mil.

GWENDOLYN R. DeFILIPPI, SES, DAF
Acting Assistant Secretary of the Air Force for
Manpower and Reserve Affairs

Attachments:

1. DAF Response for DoD Implementation Plan
2. Remote Work Locations and Appropriate Duty Locations
3. DAF Reasonable Accommodation Process Summary
4. DAFI 36-3710, *Equal Opportunity Program*, Chapter 14

cc:

SAF/IE

AF/A1

USSF/S1

NGB/A1

AF/RE

MAJCOM/A1

FLDCOM/S1