

# Naval Undersea Warfare Center

## Division Newport

### Return to Office Industry Brief

- July 1, 2021 -

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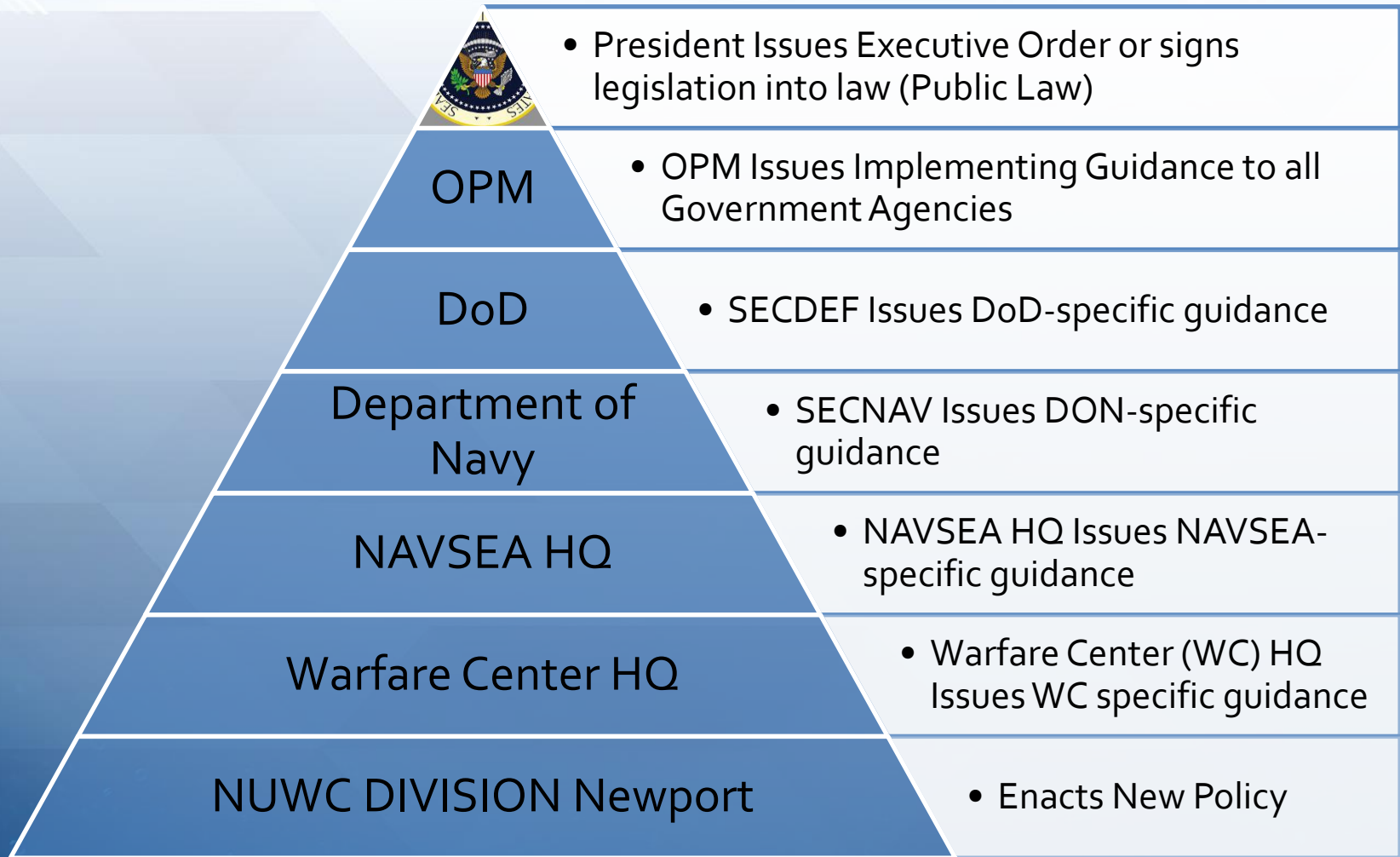
# Agenda



- Chain of Command
- COVID Timeline – DoD Response
- Labor Relations
- Message to the Workforce
- Long Term Vision
- Questions/Answers

GOAL: To Share NUWCDIVNPT's Vision for Return to Office and TW

# Government Policy Process



# Covid-19 Timeline of Events 2020-2021

## Maxiflex & Telework



JANUARY 21,  
2020

- CDC Announces First US Case of Covid-19

FEBRUARY 7,  
2020

- OPM Issues Guidance on Pandemic Telework & Leave Options

FEBRUARY 25,  
2020

- USD P&R Issues Force Health Protection Guidance

MARCH 9, 2020

- RI Declares State of Emergency
- (schools begin to close)

MARCH 11, 2020

- WHO designates COVID-19 as a Pandemic

MARCH 13, 2020

- OPM directs Agencies to incorporate telework in COOP plans
- SECNAV directs all DON personnel to Maximize Telework

# Covid-19 Timeline of Events 2020-2021

## Maxiflex & Telework (continued from previous slide)



MARCH 20,  
2020

- NUWCDIVNPT Directs Maximum Telework

MARCH 23,  
2020

- NUWCDIVNPT implements Maxiflex Schedule

MARCH 25,  
2020

- US Navy designates NAVSEA as an Essential Government Function required to remain fully operational

APRIL 01, 2020

- SECDEF Implements "Risk Framework" (HPCON Levels)
- SECDEF Issues Update on May 19, 2020

NOVEMBER 20,  
2020

- USD P&R Extends Max Telework flexibilities until June 30, 2021

APRIL 29, 2021

- SECDEF Updates HPCON Framework Memo to include HPCON B+

# Maxiflex Implementation

## All-Hands Email March 23, 2020



- In response to the COVID-19 pandemic emergency, we increased telework across the Command to minimize exposure and reduce risk.
- In addition, we temporarily suspended the work schedule provisions contained in our Command instruction.
- Captain directed the Command to fully implement a temporary interim Maxiflex work schedule for all NUWCDIVNPT employees. This temporary interim work schedule was to remain in place until further notice.
- “This work schedule will be continuously evaluated and may be altered by me or terminated as conditions warrant. Once the COVID-19 pandemic is under control, I will reinstate all provisions of our current instructions in regards to work schedules and all employees will return to the work schedules previously established under that policy.”

Excerpt from CAPT Michael Coughlin's All-Hands Email of March 23, 2020



# Health Protection Condition (HPCON) Framework Guidance

## Secretary of Defense Memorandum dated April 29, 2021



- Secretary of Defense - HPCON Implementation Guidance
- Integrate these factors in determining COVID-19 HPCON Levels: transmission rates, disease trajectory and medical facility capabilities/capacities

HPCON Level	SUMMARY DESCRIPTION <i>See SECDEF Memo* for full details</i>	Occupancy Rate
<b>O</b>	<b>Return to normal operations</b>	100%
<b>A</b>	<b>Minimum Community Transmission</b>	less than 100%
<b>B</b>	<b>Increased Community Transmission</b>	< 50%
<b>B+</b>	<b>Elevated Community Transmission</b>	< 40%
<b>C</b>	<b>Sustained Community Transmission</b>	< 25%

Current Status

AS CONDITIONS IMPROVE

\* Source: MEMORANDUM FOR SENIOR PENTAGON LEADERSHIP, COMMANDERS OF THE COMBATANT COMMANDS, DEFENSE AGENCY AND DOD FIELD ACTIVITY DIRECTORS dated April 29, 2021.

# Labor Relations



- Federal Union of Scientist and Engineers (FUSE)
  - Scientist and Engineers
  - ~2200 employees
- National Association of Government Employees (NAGE)
  - Technicians, Administrative, Contracting Personnel
  - ~650 employees
- Non-Bargaining Unit Members
  - Line Management
  - Administrative Staff In Direct Support of Senior Leadership
  - Security
  - Cyber Security (select personnel)
  - Human Resources



# Federal Service Labor-Management Relations Statute (5 USC 71)



- 5 U.S.C., Federal Service Labor-Management Relations Statute – this is the law that we must abide by.
- Outlines rights of employees, management, and the union with respect to collective bargaining.
- Grants Federal unions with right to negotiate conditions of employment (Hours of Work, Work Schedules, Office Moves, Parking, Building Access Procedures, etc.)
  - In almost all cases, these subjects must be negotiated prior to implementation.
  - Even when management exercises its rights under the law, negotiations may still be required regarding the impact and implementation of that decision.
  - New Presidential Executive order requires negotiations of permissive topics.
- Enforced by the Federal Labor Relations Authority (“The Authority”)

# Current Considerations



- Return to Office (RTO):
  - Work schedules. Current agreement signed in April 2021 at start of Pandemic. Union has contract proposal regarding Maxiflex Work Schedule.
  - Telework. Union has contract proposal regarding Telework.
  - RTO. Provisions of final plan may need to be negotiated.
  - Anticipate some of these issues will require a final decision from the Federal Service Impasses Panel. Generally, FSIP decisions are rendered after 6-18 months of negotiating.

# Message to the Workforce



- ~~Mission Essential~~
  - Work required to be in the office is in the office
  - Promoting in Person Meetings/Activities
- Effective 6 June - Supervisors in Office Minimum Three Days/Week
- OPM Notice -
  - On June 17, 2021, the Department of Defense approved an extension, until March 1, 2022, of the limited exception to the telework policy granted on November 20, 2020. Under this limited exception policy, civilian employees that are authorized to telework, may telework on approved telework days during an emergency (i.e., pandemic health crisis) with a child or other persons requiring care or supervision present at home. Employees must still account for work and non-work hours during their tours of duty and request to take appropriate leave (paid or unpaid) from their supervisors to account for any time spent away from normal work-related duties (e.g., to care for a child or dependent).
- Establishing, “Celebrating our Mission – Appreciating our People”
  - A series of onsite events throughout the summer designed to celebrate our Undersea Warfare mission and our employees

# Long Term Vision



- Remote Work: (aka 100% Telework)
  - No plans to pursue at this time
  - Monitoring other government labs
- Telework
  - Increased telework from pre-COVID practices
  - Reduced TW from current level
  - Onsite population is growing (11% to 48% govt and contractor)
  - Previous TW agreement allowed up to three days per week.
    - Case by case basis
- Hybrid
  - Existing office space at capacity
  - Desire for hoteling office space
  - Convert office space to lab space
  - Seek opportunities for cost efficiencies with a hybrid workforce
    - Utilities, buildings, landlines, etc.



**QUESTIONS**

**ANSWERS**