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From: OCFO-OTS-Communications

Sent: Thur 10/5/2017 6:36:03 PM

Subject: Removal of Telework Functionality from PeoplePlus 9.2
[telework remova memol2017-10-05.pdf](#)

Please see the attached memorandum from the Director, Office of Technology Solutions, and the Director, Office of Human Resources regarding the removal of telework functionality from PeoplePlus 9.2.



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

OCT 5 2017

MEMORANDUM

SUBJECT: Removal of Telework Functionality from PeoplePlus 9.2

FROM: Quentin X. Jones, Director
Office of Technology Solutions

Quentin X. Jones (for Quentin X. Jones)

Linda R. Gray, Director
Office of Human Resources

Linda R. Gray

TO: Acting General Counsel
Acting Assistant Administrators
Inspector General
Chief of Staff
Associate Administrators
Regional Administrators

As announced in a September 1, 2016, memorandum and throughout the past year, PeoplePlus, the EPA's time and attendance system, will be upgraded to the latest software version, 9.2, on October 5, 2017. This enhancement will strengthen PPL security, simplify system maintenance and fully support all EPA schedule types. However, please be advised that the ability to request and approve episodic telework in PPL, originally planned for version 9.2 and presented in initial training materials, will no longer be included.

This feature was removed from PPL version 9.2 to ensure functionality aligns with current labor management agreements, policy, and employee past practice. As a result, employees should continue to follow current agency telework procedures after the launch of PPL version 9.2.

In the meantime, references to telework were removed from the user training, which began July 5, 2017, and concluded on September 15, 2017. Updated training videos are posted on the [Payroll Time and Attendance SharePoint Site](#). Other training materials will be updated and posted there soon.

Please contact Dave Burkholder, PPL Enhancement Project Manager, at Burkholder.David@epa.gov with questions or concerns. Thank you for your engagement with the new time and attendance system as, together, we strive to bring you the best service in support of your mission.

cc: Mike Flynn
Acting Deputy General Counsel
Acting Deputy Assistant Administrators
Deputy Inspector General
Deputy Chief of Staff

Deputy Associate Administrators
Associate Assistant Administrators
Deputy Regional Administrators
Assistant Regional Administrators
Deputy Assistant Regional Administrators
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Senior Resource Officials Contacts
Senior Information Officials
Information Management Officers
Program Management Officers
Senior Budget Officers
Regional Comptrollers
Regional Human Resource Officers
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Funds Control Officers
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