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From: OCHCO
Sent: Tuesday, May 24, 2022 1:58 PM
Subject: Flexiplace Updates



You should have received or be receiving notification of your position's initial Flexiplace eligibility per the AFGE supplement requirement that management notify you of your eligibility upon application. Nothing precludes employees from submitting a request for a different Flexiplace option (i.e., telework, remote work) than the one identified in the notification letter. This is the first phase of HUD's shift to increased workplace flexibilities. Over the next several months, program leadership will continue to assess position functions to determine whether additional flexibilities can be provided.

Individuals approved to work from home full time as reasonable accommodations will continue their approved reasonable accommodation arrangements. Employees who wish to request reasonable accommodation(s) may continue to do so.

We are excited to announce the launch of the HUD-25228 Flexiplace Application & Agreement form, housed on the new [Flexiplace Information Center](#) on HUD@Work. Non-bargaining unit and AFGE employees can now use the "Apply for Telework or Remote Work" button on the site to use the form to apply for a Flexiplace work arrangement under the Flexiplace Program. You do not need a DocuSign account or any special sending permissions to use the form. The "How to Apply" section of the Flexiplace Information Center contains a detailed job aid to assist you in completing the form and using DocuSign.

AFGE and non-bargaining unit employees are encouraged to submit their Flexiplace applications by June 6, although AGFE or non-bargaining unit employees may submit requests for telework or remote work at any time.

Once you submit a completed HUD-25228 Flexiplace Application & Agreement form, it will be routed to your supervisor for action. If you are determined to be ineligible for the Flexiplace option that which you requested, you will be provided with a reason for the denial.

The [Flexiplace Information Center](#) also contains many other helpful resources about the Flexiplace Program. It includes a recording of the information session for employees held last week, infographics on key implications of different Flexiplace arrangements, and resources for employees who are approved for remote work arrangements. We encourage you to visit the site to learn more about the program.

For technical assistance on completing the HUD-25228 Flexiplace Application & Agreement Form via DocuSign, please contact the HUD National Helpdesk at (888) 297-8689. For Flexiplace program policy questions, please visit the [Flexiplace Information Center](#).