



DEPARTMENT OF THE ARMY
HEADQUARTERS UNITED STATES ARMY RESERVE COMMAND
4710 KNOX STREET
FORT LIBERTY, NORTH CAROLINA 28310-5010

AFRC-CG (600)

NOV 12 2024

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Commanding General Policy # 24-14: Army Reserve Military Telework Policy and Guidance

1. References.

a. FORSCOM Commanding General Policy Memorandum 21, Military Telework, 16 May 2023.

b. DOD Instruction 1035.01 Telework and Remote Work, Office of the Under Secretary of Defense for Personnel and Readiness, 8 January 2024.

2. Purpose. To prescribe policy for military telework in the United States Army Reserve (USAR), to include: USAR Command Headquarters (HQs), Major Subordinate Commands (MSCs), and Direct Reporting Units (DRUs).

3. Scope: This policy applies to military personnel assigned to any USAR organization to include: U.S. Army Reserve Command (HQ, USARC), MSCs, DRUs, and their subordinate activities.

4. Policy. As a rule, telework by military personnel will not be implemented except during the execution of continuity of operations (COOP) during an emergency or pandemic. If emergency or pandemic exist, and the command authorized telework by military personnel, the telework must comply with the policies and tasks established in DoDI 1035.01, in support of military efficiency and emergency preparedness. Approved requests for telework shall be consistent with law, Department of Defense policy, Army regulations, and the following guideline: Presence is a Core Leadership Attribute. Army leadership is predicated on the core leader attributes of character, intellect, and *presence*. Strong character, keen intellect, and a solid *presence* enable our Soldiers to perform their core competencies with the greatest effect. In most situations and circumstances, team cohesion and unit readiness are built and sustained through the practice of core leader attributes and the physical presence of unit members. In rare situations, telework by military personnel may be necessary to accomplish essential tasks, such as during an emergency when reporting to a regular place of duty is not advisable.

5. This policy is effective immediately and remains in effect until superseded or rescinded.

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6. Point of Contact for this policy letter is Mr. Tom Barron, USARC, G-1, Chief Adjutant General Division, at thomas.e.barron.civ@army.mil.

A handwritten signature in black ink, appearing to read 'R. Harter', with a stylized flourish at the end.

ROBERT D. HARTER
Lieutenant General, U.S. Army
Commanding

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