



SECRETARY OF DEFENSE  
1000 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1000

JAN 24 2025

MEMORANDUM FOR ALL DEPARTMENT OF DEFENSE CIVILIAN EMPLOYEES

SUBJECT: Guidance on Presidential Memorandum, "Return to In-Person Work"

On January 20, 2025, the President issued a Presidential Memorandum (PM), "Return to In-Person Work," a copy of which is attached, and the Office of Personnel Management (OPM) has issued implementing guidance through a memorandum on January 22, 2025, and through its Chief Human Capital Officers Council on January 24, 2025. The Department of Defense intends to fully comply with the PM within the next 30 days.

The PM requires the heads of all Departments and Agencies in the executive branch of Government to, as soon as practicable, take all necessary steps to terminate regular telework and remote work arrangements and require employees to return to work in person at their respective duty stations on a full-time basis. This PM shall be implemented consistent with applicable law and collective bargaining obligations.

Agency heads are authorized to make exemptions they deem necessary and must certify any excusal from the PM's requirements based on compelling reasons. No such certifications are required for employee disability or qualifying medical conditions handled through the reasonable accommodation process. Situational telework can be provided for weather-related emergencies, office closures, and other situations where telework serves a compelling Agency need.

A handwritten signature in black ink, appearing to read "Robert Salesses", is positioned above the printed name.

Robert Salesses  
Acting

Attachment:  
As stated



OSD000440-25/CMD000786-25

**Attachment**

President Trump's Presidential Memorandum *Return to In-Person Work*.

Heads of all departments and agencies in the executive branch of Government shall, as soon as practicable, take all necessary steps to terminate remote work arrangements and require employees to return to work in-person at their respective duty stations on a full-time basis, provided that the department and agency heads shall make exemptions they deem necessary.

This memorandum shall be implemented consistent with applicable law.