



**DEPARTMENT OF THE AIR FORCE
87TH AIR BASE WING (AMC)
JOINT BASE MCGUIRE-DIX-LAKEHURST, NJ**

5 February 2025

MEMORANDUM FOR All JB MDL DAF Personnel

FROM: 87 FSS/CPO

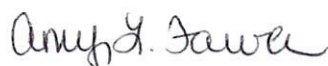
Reference: (a) Presidential Memorandum (PM), *Return to In-Person Work*, January 20, 2025
(b) Acting Secretary of Defense Memorandum, Guidance on PM, *Return to In-Person Work*, January 24, 2025
(c) Acting Secretary of Defense Memorandum, Implementation of Presidential Memorandum, *Return to In-Person Work*, January 24, 2025
(d) OPM Memorandum, Office of Management and Budget and OPM, *Agency Return to Office Implementation Plans*, January 27, 2025
(e) Secretary of Defense Memorandum, Initial Department of Defense Implementation Guidance, *Return to In-Person Work*, January 31, 2025
(f) Executive Order, Limiting Lame-Duck Collective Bargaining Agreements, January 31, 2025
(g) Department of the Air Force Guidance Memorandum (DAFGM) to Department of Defense Instruction 1035.01 Department of Air Force Instruction 36-143, Telework Program, January 17, 2025 (*hereby rescinded*)
(h) Secretary of the Air Force Memorandum, *Initial Return to In-Person Work Implementation Plan*, February 1, 2025

SUBJECT: Order to Return to In-Person Work

1. All regular and recurring telework agreements for JB MDL employees are hereby rescinded. Those employees who are not covered by the AFGE 1778 Labor Management Agreement (LMA), who were previously permitted to telework must report to their supervisor, in person and on-site, no later than _____ (time) on Friday, February 7, 2025 (or their first duty day following February 7, 2025). Employees who fail to report will be considered absent without leave and subject to disciplinary action.
2. All remote work agreements for employees with a management approved alternative work site located within 50 miles of JB MDL are also hereby rescinded. Those employees who are not covered by the AFGE 1778 LMA, who were previously permitted to work remotely at a location within 50 miles of JBMDL must report to their supervisor, in person and on-site no later than _____ (time) on Friday, February 7, 2025 (or their first duty day following February 7, 2025). Employees who fail to report will be considered absent without leave and subject to disciplinary action.
3. Any JB MDL employee, regardless of bargaining unit status, currently teleworking or working remotely without a telework agreement or remote work agreement signed by management must report to their supervisor, in person and on-site no later than

_____ (time) on Friday, February 7, 2025 (or their first duty day after February 7, 2025). Employees who fail to report will be considered absent without leave and subject to disciplinary action.

4. Remote work agreements for employees with a management approved alternative worksite more than 50 miles from JB MDL remain in effect. Further guidance is pending. Employees should continue to report remotely and complete work tasks.
5. Civilian employees who are covered by the AFGE 1778 LMA will receive separate notification regarding the termination of telework and remote work agreements and their anticipated return to in-person work date.
6. In accordance with Ref (e), the following employees are exempt from this directive:
 - a. Civilian personnel with an approved deferred resignation request.
 - b. Civilian personnel who have requested and been granted telework or remote work as an approved reasonable accommodation pursuant to applicable law.
 - c. Civilian personnel who are approved for remote work for purposes of enabling them to accompany a Service Member spouse to an assignment that is not in the vicinity of the agency worksite.
 - d. Personnel for whom the Secretary of the Air Force (SECAF) has determined there is no suitable office space at the agency worksite.
7. My POC for any questions is William (Bill) Barnes at william.barnes.4@us.af.mil.



AMY L. FARVER
Civilian Personnel Officer

I ACKNOWLEDGE RECEIPT OF THIS MEMORANDUM "ORDER TO RETURN TO IN-PERSON WORK" AND MY SIGNATURE IS IN LIEU OF REQUIRED SIGNATURE ON DD FORM 2946, SECTION IV.

Supervisor Signature

Employee Signature