

(2) A final report on the results of the test program must be submitted to the General Services Administration, Office of Governmentwide Policy, Office of Travel, Transportation and Asset Management (Attention MTT), Washington, DC 20405, and to the appropriate committees of Congress within 3 months after completion of the program.

(c) All reports must include quantitative or qualitative assessments, or both, clearly evaluating the results of the test program and enumerating benefits and costs.

[FTR Amdt. 83, 64 FR 28881, May 27, 1999. Redesignated and amended by FTR Amdt. 2007-04, 72 FR 51374, Sept. 7, 2007. Further redesignated and amended by FTR Amdt. 2010-03, 75 FR 58330, Sept. 24, 2010]

## PART 300-90—TELEWORK TRAVEL EXPENSES TEST PROGRAMS

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### § 300-90.1 What is a telework travel expenses test program?

It is a program that permits an agency to test new and innovative methods of reimbursing telework travel expenses without seeking a waiver of current rules or authorizing legislation.

### § 300-90.2 Who may authorize test programs?

The Administrator of General Services may authorize agencies to conduct test programs when the Administrator

determines the proposed tests to be in the interest of the Government.

### § 300-90.3 What must be done to apply for test program authority?

The head of the agency or designee must design the test program to enhance cost savings or other efficiencies for the Government and submit in writing to the Administrator of General Services (Attention: MA), 1800 F Street NW., Washington, DC 20405-0001:

(a) An explanation of the test program;

(b) If applicable, the specific provisions of the FTR from which the agency is deviating, and confirmation between the agency and the participating employee of any waivers of entitlements by the employee under 5 U.S.C. Chapter 57, Subchapter I;

(c) An analysis of the expected costs and benefits;

(d) A set of criteria for evaluating the effectiveness of the program; and

(e) Agency procedures regarding how and when a telework program is terminated for the participating employee when he or she voluntarily relocated to a telework location.

### § 300-90.4 How many test programs may be authorized by GSA throughout the Government?

No more than 10 telework travel expense test programs may be conducted at the same time.

### § 300-90.5 What factors will GSA consider in approving a request for a telework travel test program?

The following factors will be considered:

(a) Potential cost savings or other efficiencies that accrue to the Government;

(b) Application of results to other agencies;

(c) Feasibility of successful implementation;

(d) Number of tests, if any, already authorized to the same agency;

(e) Whether the request meets the requirements of § 300-90.3;

(f) Other agency requests under consideration at the time of submission; and

(g) Uniqueness of proposed test.