

## **TELEWORK PROGRAM AWARD**

## NOMINATION CRITERIA

To be eligible, organizations must have met at least one (1) of the following criteria:

- Offer a formalized telework program
- Provide comprehensive telework policy training to all employees
- Increased the number of employees regularly teleworking by 5% in 2018
- Provide designated "hoteling" space for employees who telework a majority of the time. "Hoteling" is when an employee who usually teleworks can schedule desk space for when they are in the office.