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Description of document: Department of Justice (DOJ) Executive Office for United States Attorneys (EOUSA) Return to Work Plan 2025

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Executive Office for United States Attorneys
Department of Justice
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[EOUSA's Public Access Link](#)
[FOIA.gov](#)

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U.S. Department of Justice

Executive Office for United States Attorneys

Freedom of Information and Privacy Staff

*Suite 5.400, 3CON Building
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(202) 252-6020

September 30, 2025

VIA

Re: Request Number: EOUSA-2025-006041

Date of Receipt: September 29, 2025

Subject of Request:

This is in reply to your Freedom of Information Act/Privacy Act request to the Justice Management Division. Records were referred to us by the aforementioned government component for direct response to you.

The referred material has been considered under both the FOIA and the Privacy Act to provide you the greatest degree of access. The records you seek are located in a Privacy Act system of records that, in accordance with regulations promulgated by the Attorney General, is exempt from the access provisions of the Privacy Act. We have processed your request under the Freedom of Information Act and are making all records required to be released, or considered appropriate for release as a matter of discretion, available to you.

We reviewed three pages of material:

3 page(s) are being released in full;

0 page(s) are being released in part;

0 page(s) are withheld in full.

This is the final action on this above-numbered request. If you are not satisfied with my response to your request, you may administratively appeal by writing to the Director, Office of Information Policy (OIP), United States Department of Justice, Sixth Floor, 441 G Street, NW, Washington, DC 20530 or you may submit an appeal through OIP's FOIA STAR portal by creating an account following the instructions on OIP's website: <https://www.justice.gov/oip/submit-and-track-request-or-appeal>. Your appeal must be postmarked or electronically transmitted within ninety (90) days of the date of my response to your request. If you submit your appeal by mail, both the letter and the envelope should be clearly marked "Freedom of Information Act Appeal." If possible, please provide a copy of your original request and this response letter with your appeal.

You may contact our FOIA Public Liaison at the telephone number listed above for any further assistance and to discuss any aspect of your request. Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, Maryland 20740-6001; e-mail at ogis@nara.gov; telephone at 202-741-5770; toll free at 1-877-684-6448; or facsimile at 202-741-5769.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kevin Krebs', with a stylized flourish at the end.

Kevin Krebs
Assistant Director

Enclosure(s)

Implementation Plan for Full Compliance with the Presidential Memorandum on Returning to In-Person Work

I. Introduction

- EOUSA and the USAOs have carefully planned an approach to fully comply with the Presidential Memorandum *Return to In-Person Work*. This plan was developed based on information available as of February 4, 2025, and may be adjusted based on utilization of the Deferred Resignation program within the EOUSA/USAO community.
- The EOUSA/USAO Return to Office Implementation Plan addresses each element as outlined in the January 27, 2025, OMB/OPM memorandum.

II. Plan Overview

- EOUSA/USAO will ensure 1) all Telework policies and agreements are updated, 2) all employees within 50 miles of their official worksite are reporting in office full-time no later than February 24, 2025, and 3) that planning and analysis will take place for all employees more than 50 miles from EOUSA/USAOs and recommendations for their in-office presence developed. EOUSA and USAOs expects to phase in the return of remote workers and complete these actions no later than July 1, 2025.

III. Telework Agreement Revisions

- When the DOJ Telework policy is updated, EOUSA will accordingly revise United States Attorneys' Policies and Procedures (USAPP) 3-4.650.011 *Telework and Remote Work*.
- All eligible employees will be required to complete a new EOUSA/USAO Telework Agreement Form and obtain supervisory approval. The forms will reflect no routine scheduled telework days but, where appropriate and with supervisory approval, will allow for situational/ad hoc telework for short periods of time, weatherrelated circumstances, or Continuity of Operations Plans (COOP) to ensure essential functions can continue during emergency situations.
- Major Milestones include:
 - Immediately notify employees of the requirement to return to work at their official worksites on a full-time basis no later than February 24, 2025.
 - Within 7 days of DOJ Telework Policy, update EOUSA/USAO Telework Policy
 - Circulate Telework Agreement Forms to EOUSA/USAO community
 - Require all employees to have an updated, approved Telework Agreement effective no later than February 24, 2025

IV. Return to In-Person Work

- EOUSA/USAOs will prioritize the return of employees within 50 miles of their official worksite and, in accordance with their updated Telework Agreement Forms, employees will report full-time in office by February 24, 2025.
- See Part VI for plans related to timeline for remote employees, those outside 50 miles of their official worksite, and those whose official worksites lack space for the employees.

V. Collective Bargaining Agreements (CBAs)

- Neither EOUSA nor USAO employees are covered under CBAs.

VI. Determining New Duty Stations

- EOUSA/USAO is assessing employees (approximately 100) who live outside the commuting area (more than 50 miles) of the closest USAO facility or whose closest USAO facility lacks space for them. EOUSA is collecting data and analyzing options available for ensuring in-person work for these employees, which may include reporting to the closest USAO or federal office, or management directed reassignment to another location. Analysis, to include estimated costs and resource implications, and options will be sent to the Acting Deputy Attorney General for decision.
- Upon decision from the Acting Deputy Attorney General, EOUSA will immediately begin the process to identify official worksites and, if applicable, commence management directed reassignment procedures, following required notice periods to expeditiously take action on these employees. EOUSA and USAOs expect to phase in the return of remote workers and complete these actions no later than July 1, 2025.
- Costs to relocate employees, whether to their closest USAO or other federal office or to another location, vary. Factors that will determine the cost may include shared rent, relocation costs, IT infrastructure costs, etc.
- 5 CFR § 335.102, and its parallel for the excepted service, 5 CFR § 302.102(a), give agencies broad latitude to reassign an employee to a position with no greater promotion potential than that which the employee currently holds. This includes a reassignment to a position outside the employee's current local commuting area. See OPM's [Summary of Reassignment](#) for additional information.
- Location of employees will be determined based on analysis as described above.

VII. Identifying Risks and Barriers

- EOUSA does not anticipate barriers to the return of most EOUSA/USAO employees to in-person work.
- For a small number (approximately 120 or 1 percent of the workforce) of employees who live more than 50 miles from their official worksite the following may apply:

Risks

- Critical employees may separate from EOUSA/USAO resulting in vacancies that are subject to the Hiring Freeze and ineligible for backfill.
- The loss of subject matter expertise in specialized areas. In many instances, these positions are the sole support to USAOs who are experiencing vacancies in those areas of expertise.

Barriers

- Unavailability of workspace in closest USAO Office

Resource Constraints

- Cost of relocation expenses, if required.
- Increased salary costs due to higher locality pay in certain areas.

- EOUSA anticipates these risk/barriers may be overcome through use of current authorities and Department processes to include the Hiring Freeze Exemption Process. EOUSA would work to minimize the costs of compliance in a manner that achieves the Administration's objectives.

VIII. Exceptions Process

- EOUSA and USAOs will follow DOJ guidance with regard to exceptions based on disability, qualifying medical condition, and/or other compelling reason.
- EOUSA and USAOs will follow DOJ guidance with regard to criteria for determining "other compelling reasons" for exemptions from return-to-office.

IX. Conclusion

- EOUSA and USAOs are committed to ensuring full compliance and timely implementation of the Presidential Memorandum *Return to In-Person Work*.