
REVIEW MANAGEMENT

**Flexible Workplace Arrangements Program
for the Office of Drug Evaluation V**

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PURPOSE This MAPP describes the policies and procedures governing the Flexible Workplace Arrangements Program (FWAP) in the Office of Drug Evaluation V (ODE V).

REFERENCES

- MAPP 4657.2, “Flexible Workplace Arrangements Program” [CDER]
 - MAPP 6002.2, “Flexible Workplace Arrangements Program” [ORM]
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POLICY In addition to the ORM plan (see MAPP 6002.2), the following applies to staff in ODE V:

- Tuesday thru Friday will be the only off site day for employees participating in the FWAP on a long term basis.
- If employee is required to attend a meeting in the Rockville area on their flexible workplace day, the employee must remain at the office work site the remainder of the day. The flexible workplace day cannot be changed or substituted without prior approval of the Office Director.
- Employees can not earn maxi-flex on a flexiplace day.

- The following positions are not allowed to participate in FWAP:
 1. Consumer Safety Officer (CSO) or the CSO roles
 2. Technical Information Assistant (TIA)
 3. Secretary
 4. Program Specialist
 5. Administrative Officer
 6. Management Officer
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EFFECTIVE DATE

This MAPP is effective upon date of publication.