Alternative schedules and work arrangements can benefit employers by increasing employee retention, generating higher productivity, and minimizing space requirements. They can also have a positive effect on overhead. These strategies generally have low administration costs and can be managed by existing staff. Establishing core business hours in offices where walk-in customer needs occur is one way for staff that might not have been considered for flexible schedules to benefit from this plan and possibly allow for longer service hours to the public.

Agencies should be aware that the Louisiana statutes on Workers' Compensation would apply to any employee who is allowed to work at home or other alternative location (La. R.S. 23:1031). Appointing authorities should also establish effective productivity measures to ensure that necessary tasks are being performed. Another concern might be proper protection of sensitive data that may be stored or transmitted from an employee's computer. Finally, agencies may want to consider a waiting period prior to permitting employee's to participate in an alternative work arrangement and periodically re-visit the benefits to the agency of such an arrangement. Most of these concerns can be addressed in a well-crafted memo of understanding between the agency and the employee.

Agencies who wish to explore this option further should contact their Agency Relationship Manager, who can assist in developing plans and evaluating positions for consideration as well as providing sample policies and resources from agencies where this is already in place.