



State of Iowa

Executive Department

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF IOWA

EXECUTIVE ORDER NUMBER 25

- WHEREAS, Iowa State Government has endeavored to establish progressive and innovative programs to provide more efficient service for its citizens and improved working conditions for its employees; and
- WHEREAS, in this effort the State has experimented with flexible time, a concept which departs from the traditional five days per week and eight hours per day job schedule to provide employees with alternative work schedules; and,
- WHEREAS, the Iowa Legislature expressed its interest in greater utilization of flex time for state employees by passing House File 64; and,
- WHEREAS, House File 64 is a mandatory and arbitrary approach to the implementation of flexible time; it sets quotas whether achievable or not; it is not in all cases workable nor does it necessarily make the best use of the potential of employees; and,
- WHEREAS, state government is no newcomer to this concept for several state agencies have already experimented with flex time and other agencies have initiated plans to adopt the use of flex time, and will implement them on an orderly and systematic basis; and,
- WHEREAS, each state agency should review carefully flex time to determine how it can best be utilized;
- NOW, THEREFORE, I, Robert D. Ray, Governor of the State of Iowa, do hereby require each state agency in the Executive Branch of Iowa government to submit to me by September 15, 1977, a plan outlining the use of flex time for the department and a schedule for the implementation of flex time for its employees. The plan shall include the number of employees to be offered flex time and those who will be exempt; how the plan will benefit the agency's employees; a description of how flex time will achieve greater efficiencies for the agency as well as improved service to the public; any alternative suggestions for work arrangements in addition to flex time; and the specific time schedule for the implementation of an approved departmental flex time proposal.

An agency director, who, because of the size or nature of the business of the agency, believes that there might be valid reasons for not engaging in the use of flex time, shall submit an alternative report outlining those reasons and any alternative approaches as possible substitutes. Employees who are members of certified public bargaining units shall not be covered by flex time arrangements without the consent of their unions. Employees who are not subject to regularly scheduled work weeks throughout the year will be exempted from coverage as well as managerial and confidential employees.

Subsequent to the review of its submitted report, each agency, in consultation with the Merit Commission and the Comptroller's Office, shall proceed to implement its approved flex time schedule on an orderly basis within six months of September 15, 1977.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the State of Iowa to be affixed. Done at Des Moines this 13th day of July in the year of our Lord one thousand nine hundred seventy-seven.



Robert D. Ray
GOVERNOR

Attest:

Gladys B. ...
Secretary of State