



State of New Mexico

Michelle Lujan Grisham
Governor

EXECUTIVE ORDER 2019-032

DIRECTING THE STATE PERSONNEL OFFICE TO ISSUE GUIDANCE REGARDING ALTERNATIVE WORK SCHEDULES

WHEREAS, the State of New Mexico is committed to attracting and retaining talented employees by allowing flexible schedules in the workplace under circumstances where such schedules are feasible and do not interfere with the State's work for the people of New Mexico;

WHEREAS, the State is also committed to accommodating employees' family needs, supporting appropriate work/life balance, improving employee wellness, and promoting a productive and dignified work environment for State employees; and

WHEREAS, alternative work schedules can also have ancillary benefits, such as reducing commute times, easing peak morning and afternoon traffic congestion, and reducing air pollution.

NOW, THEREFORE, I, Michelle Lujan Grisham, Governor of the State of New Mexico, by the virtue of authority vested in me by the Constitution and laws of the State of New Mexico, hereby ORDER as follows:

1. Departments and agencies shall inform employees, on at least an annual basis, that they may request alternative work schedules when mandated by law, pursuant to an applicable collective bargaining agreement, or under a department or agency policy.
2. The State Personnel Office will create alternative work schedule guidance, including a policy template for departments and agencies to implement, and distribute that guidance to all State departments and agencies.

3. Upon receipt of the State Personnel Office guidance, each State department or agency will implement an alternative work schedule policy or update its existing alternative work schedule policy based on that guidance.

I DIRECT that every executive state department or agency shall cooperate with the State Personnel Director in implementing this Order.

THIS ORDER does not alter any existing collective bargaining agreements.

THIS ORDER supersedes any other previous orders, proclamations, or directives to the extent they are in conflict, including, but not limited to, Executive Order 2008-028. This Order shall take effect immediately and shall remain in effect until it is rescinded by the Governor.

ATTEST:

Maggie Toulouse Oliver
MAGGIE TOULOUSE OLIVER
SECRETARY OF STATE



DONE AT THE EXECUTIVE OFFICE
THIS 27TH DAY OF SEPTEMBER, 2019

WITNESS MY HAND AND THE GREAT
SEAL OF THE STATE OF NEW MEXICO

Michelle Lujan Grisham
MICHELLE LUJAN GRISHAM
GOVERNOR