

Return to Duty Notice - Change in Designation to “Exempt” from Furlough

Effective Monday, November 10, 2025, your status during the current lapse in appropriations will change to “Exempt from Furlough”. This means you are required to report to duty in a regular pay/duty status to perform assigned work consistent with the functions and duties of your position (or request leave) beginning Monday, November 10, 2025. This status change will remain in effect until the end of your scheduled work day on Friday, November 14, 2025. In the event the lapse in appropriations continues beyond this date, you will be notified whether your status remains “exempt” or will revert to “excepted” or “subject to furlough” for the week beginning November 17, 2025.

As an “exempt” employee, please note the following:

- You will resume normal operations to perform assigned work in accordance with your regular work schedule, agency telework policy, etc., without regard to the ongoing lapse in appropriations or how you may have been previously designated for purposes of the shutdown. Given the short notice and the upcoming Veterans Day holiday, to the extent that you are prepared to telework, you may request to ad hoc telework on Monday, November 10.
- You will complete your timekeeping just as you would under normal operations. This includes requesting/using leave, earning/using credit hours, etc., just as you do under normal operations. For any hours occurring prior to your return as an “exempt” employee (i.e., the time in which you were “excepted” or “furloughed”):
 - Use code **107 “Government Shutdown – Excepted – Non-Pay Status”** for any scheduled hours during which you were required to perform excepted activities.
 - Use code **105 “Government Shutdown – Furloughed – Non-Pay Status”** for periods of your schedule during which you did not work, including any hours that you were approved for leave/absence, and/or periods of time when you were not expected to perform, or directed to be on call to perform, excepted activities.
- Going forward, you will receive your normal pay for hours worked during the lapse in appropriations while designated as an “exempt” employee, consistent with the normal payroll cycle. You will not, however, receive retroactive backpay that may be payable to you for previous work periods that occurred during the shutdown until after the lapse in appropriations has ended.
- While the lapse in appropriations continues, other SEC staff will remain on furlough and/or are limited to performing specific excepted activities while in excepted status. As such, these staff will generally not be permitted to be involved in the performance or support of your work as an “exempt” employee.

- Funding for the Transit Benefit Program is likely to become exhausted. If this occurs and you cannot access your benefits, you will need to cover your transit expenses out-of-pocket and apply to receive reimbursement once appropriations are restored. Please be sure to keep detailed records/receipts, and OHR will provide further instructions once normal operations resume.

Should you encounter any administrative challenges as you return to regular operations, please contact your business management office. The following contacts may also be helpful:

- PIV Cards/Building Access: Badging Office - 202-551-2222
- IT Support (connectivity or equipment issues): HelpDesk - 202-551-4357 (1-HELP)
- Human Resources: Submit an inquiry via [askHR](#)