

Legislative Audit Bureau: The Bureau announces the release of reports 23-22 and 23-23: Telework, Space Management, and Risk Management

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We evaluated the telework and space management practices of 39 executive branch agencies ([report 23-22](#)) and all 14 University of Wisconsin (UW) institutions ([report 23-23](#)) in 2023. We also assessed risk management practices for information technology (IT) at 10 agencies and 5 UW institutions. We found that the telework policies of most agencies and UW institutions allowed employees to telework up to five days per week, and the telework policies of agencies and UW institutions included most of the 28 best practices we identified. However, most agencies and UW institutions indicated they had not assessed in writing the effects of telework on their operations. Most employees at 15 agencies and most noninstructional UW employees did not have agreements that permitted them to telework.

The precise extent to which employees worked from the office was not known. Therefore, we used the available data to analyze the extent to which employees teleworked. We found that some employees may not have worked in the office as frequently as expected, based on their agreements. Approximately one-third or fewer of workstations were in use during our six site visits to 15 agencies and UW System Administration in July and August 2023. We also identified a total of \$99,300 in potentially ineligible travel reimbursements paid to 76 employees.

We found that the State could consider additional consolidation of office space, and space management improvements are needed. Our review found 36 concerns at 10 agencies and 8 concerns at 5 UW institutions related to risk management for information technology. We make 14 recommendations to DOA and

14 recommendations to UW System Administration.