



FLEXIBLE WORK HOURS



WHO	HURDLES
 CITY/PRIVATE	NONE

More Information: tti.tamu.edu/policy/how-to-fix-congestion

Description

Flexible work hour programs (or flex-time) allow employees to work within a specific time range during the day, often avoiding peak traffic periods, though all employees work a core period of the day. For example, an employer could set work hours to be anytime between 6:00 a.m. and 6:00 p.m., so long as employees work an eight-hour shift. Employees set their own schedule with approval.

Staggered work hour programs, one type of flexible work hour programs, vary arrival and departure of employees, but employees may not choose their shift.

Flexible work hour programs distribute peak-hour traffic to less congested hours, reducing commute times and potentially extending daily hours of operation. Unlike telecommuting, flexible work hours can be more easily used by businesses that use shift work. The Houston Chronicle cites several large Texas employers who offer flexible work hours, including DuPont, Johnson and Johnson, and Lincoln Financial.

Target Market

- Local, state, and federal government agencies.
- Businesses in all sectors and industries.

These programs work well in manufacturing to reduce crowding at entrances/exits, elevators, and parking areas.

How Will This Help?

- **Reduces traffic volume and congestion during peak times** by shifting drivers to less congested times or alternate modes.
- **Saves employer and employee costs** through happy employees and time and fuel saved from commuting in off-peak hours.

Implementation Issues

Flexible work hour programs are easily created but may not be appropriate for some employers. Employers should assess the costs and operational changes that must be made to accommodate flexible schedules.

SUCCESS STORIES



Texas Instruments

Texas Instruments began its

workplace flexibility program in 1993. **The company encourages its employees to use different flexible schedule options to fit their individual needs.**

Houston, Texas

A City of **Houston flextime initiative** launched in 2006 **resulted in improved travel times in all cases**, helping manage freeway congestion.

