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WORK LOCATIONS OUTSIDE OF NEW YORK STATE OR THE UNITED STATES

POLICY

Work Locations Outside of New York State or the United States

LAST

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2024

All Full-time and Part-time employees, which for the purpose of this policy includes: faculty, staff, residents and fellows, research associates, postdoctoral appointees and prospective employees.

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I. Policy

Every employee, as defined above, is required to have a primary work location. Each supervisor is required to report that primary work location, and any changes in location, to Human Resources prior to commencing work at the location, with a presumption that the work location will be in the state of New York. The University of Rochester recognizes the need to hire or reassign an employee (as defined above) who will, due to the nature of a particular position, business needs of the University, and/or specific employee circumstance need to reside and perform their University work outside of the state of New York. However, because having employees work outside of New York State subjects the

ABOUT THIS POLICY

Policy Number

132

Policy Group

Human Resources

Issuing Authority

Human Resources

Responsible Officer

Kathy Miner

Contact Information

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RELATED POLICIES

Remote Work Policy

(<https://www.rochester.edu/policies/policy/remote-work/>)

POLICY KEYWORDS

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