

Chico State Enterprises Announcements
Wednesday, September 7, 2022

REMINDER
Telecommute Policy and Procedures:
Transition Time Frame Expires on September 12, 2022

As [announced on August 12, 2022](#), CSE officially lifted the temporary emergency telecommuting arrangements and a return to normal in-person operations effective as of August 15, 2022.

CSE developed and adopted a new permanent (non-emergency) [Employee Telecommuting Policy](#). CSE supports telecommuting when the project, center or department determines that telecommuting is operationally feasible and is in its best interest.

Employees were given up to 30 days to transition back to their traditional work environment or allow employees to complete the [Telecommuting Request Form](#).

Please be aware that the transition time frame will expire on Monday, September 12, 2022. Employees still interested in requesting a hybrid telecommuting option must complete a telecommuting request form, work with their supervisor to determine eligibility and approval, and submit the completed and signed form to csehr@csuchico.edu by Monday.

If you have any questions associated with the policy or forms, please contact csehr@csuchico.edu.