



Memorandum

To: All Employees

From: Amy Levi, Vice Chancellor for Academic Affairs at HSC
Barbara Rodriguez, Senior Vice Provost for Academic Affairs
Dorothy T. Anderson, Vice President for Human Resources

Date: July 8, 2021

Subject: Moratorium on New Remote Work by Employees Out-of-State and Out-of-Country

With the recent release of the [Remote and Telecommuting Program](#) for in-state staff employees, some questions have been received regarding faculty and staff who were already working from remote locations outside of New Mexico and outside the United States.

At this time, a moratorium is in effect for any new requests for out-of-state and out-of-country work for faculty and staff at all campuses. A few limited exceptions may be granted by the appropriate EVP/SVPFA for extraordinary situations. Employees not currently residing in New Mexico who are working remotely may continue to do so while the respective Human Resource offices work directly with their departments to collect information on their work location.

It is important to keep in mind that UNM must consider tax and legal implications for these arrangements that were made prior to UNM having an official remote and telecommuting program. Regarding out-of-country work arrangements, it has been determined that agreements from this date forward will not be allowed.

UNM's leadership is committed to evaluating if and how out-of-state work agreements within the United States can be supported. This evaluation includes balancing our mission of providing the highest quality academic, research, clinical and community experience to our students; and includes our responsibility and commitment to supporting our local economy by providing employment opportunities to our very own residents.

This moratorium for new requests for work outside the state of New Mexico is in effect until further notice. If you have questions, please contact your HR Consultant in the appropriate Human Resources office.
