

Remote Working Employment

This policy is set in line with the University's policy to define and regulate remote working employment (RWE) for all staff members, working outside the University's office premises. Opportunities for RWE are available to all staff but RWE may not be suitable for all positions and roles within the University.

The University will consider requests for RWE based on circumstances and the following guidelines;

- (1) Job nature and role including the degree of physical presence required to complete the job.
- (2) Ability to work independently to accomplish the job.
- (3) Cybersecurity or data privacy concerns, and
- (4) Equipment, internet or software availability/accessibility remotely.

Staff working remotely must adhere, without exception, to all existing University policies and procedures.

This policy was adopted on 21 March 2022