

SPIA Staff and Telecommuting Options Relating to Leave Policy

The School of Public and International Affairs offers options for flexibility on the job for staff members during pregnancy and the year following the birth or adoption of a child in the form of telecommuting. Employees must meet the UGA Telecommuting eligibility requirements and follow the [Telecommuting Guidelines](#) and [Telecommuting Conditions](#) set forth by the University of Georgia. The telecommuting agreement will be arranged in consultation with the staff member and their supervisor and should be consistent with their job responsibilities. Sick leave, annual leave, intermittent leave and/or a reduced work schedule may also be used in conjunction with telecommuting.

Again, if you have any questions, please contact SPIA's Human Resources representative, Shelly Terrazas, at 706-542-1881. In addition, UGA Human Resources will provide answers to many of your questions. Their Faculty and Staff Relations contact numbers are 706-542-9231 or 706-542-2167.