

Request for work from home exception (Re: COVID 19)

Employee Name _____

Employee Role _____

Reason for requesting an exception:

Employee Signature _____

Direct Supervisor Signature _____

ELT Signature _____

If approved, what technology will be needed to work from home (i.e. SRH laptop):

This request will be routed to Incident Commander, Danny Vera and Chief Information Officer, Lisa Buller for final approval.

Danny Vera _____

Lisa Buller _____