The term "employees" refers to all District personnel including but not limited to faculty members, classified professionals, administrators, and other full or part-time staff.

An employee's residence is defined as the primary place the employee certifies is their intended one, true, permanent home or domicile to which the employee intends to return following any absence. The residence determination is made using a variety of factors including where the employee maintains living quarters, place of filing tax returns, property ownership, driver's license and vehicle registration. The establishment of a P.O. Box does not satisfy residency requirements for purposes of employment.

## Employee Residency

All District employees must maintain and permanently reside in a principal place of residence in the State of California that is within two-hundred (200) road miles from the employee's regularly designated District worksite. The two-hundred mile limit extends in all directions via direct streets or freeways from the employee's District worksite within the State of California.

The District may consider an individual request to temporarily reside outside of the State of California or the two-hundred mile limit on a case-by case basis upon approval of the Vice President of Human Resources upon recommendation from the appropriate vice