

Managing the Migration

# Simple steps to compliance across your hybrid workforce.

**HYBRID WORK:** Allows employees to split their time between traveling onsite to a workplace and working remotely (typically from home).



**For employees wanting to work out of state, there are numerous potential tax and payroll issues for both the employee and the employer.**



U.S. Department of Labor alone administers and enforces more than 180 federal employment laws

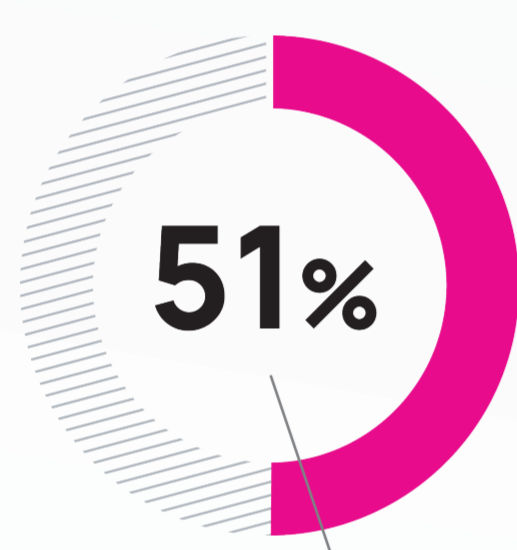


More than 15.9 million Americans moved within the last year according to the U.S. Postal Service

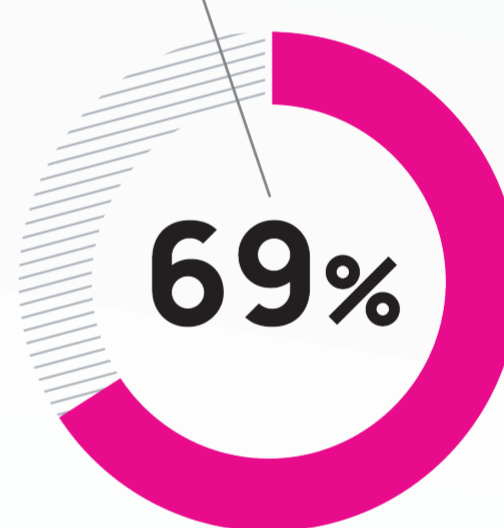


90% of enterprises will have a permanent hybrid work model by the end of 2022

**According to SHRM, across U.S. employees:**



Believe office attendance is unnecessary on a regular basis



Plan to look for a new job with workplace flexibility in the next three years

## Ways to remain compliant in a hybrid model:

1

Document current remote work locations. Inquire via email or online form, but make sure workers understand this information is required.

2

Develop a remote work policy. Set parameters for work locations and state that employees must seek permission before moving to a new location.

3

Require employees to sign an agreement verifying their work location.



Any remote work arrangement should be carefully considered in advance, a written policy and understanding between the employer and employee should be put in place, and the particular laws of the remote work location should be examined and understood, ideally by experienced HR professionals.

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Sources: IDC Research & The New World of Work HR Magazine Summer 2021