**Pennsylvania’s State System of Higher Education**  
**Office of the Chancellor**  
**Guidance**  
  
**Re: County-based Restrictions**

**March 12, 2020**

**(\*Note: This guidance will be used for employees in any   
subsequent County designated by the Commonwealth)**

The Governor has announced that any Commonwealth employee who lives or works in Montgomery County\* will be instructed to stay home. We are following suit.

State System employees who live in Montgomery County\* but work in other counties and those who live in other counties but work in Montgomery County\* will be instructed to work from home.

The Commonwealth is authorizing a 10 workday paid absence for individuals who don’t have telework capabilities; the State System is following suit

Our HR Office will immediately email these employees advising them to contact your HR office for guidance. For affected employees, you should 1) direct them to work from home, or 2) advise them that they are on paid absence. Frank Lentz will contact the HR directors with additional guidance.

Frank Lentz is available at 717-576-5847 if there are questions.