

Overview

The National Association of Broadcasters (NAB) offers a limited “work-from-anywhere” option to give employees more autonomy and flexibility throughout the calendar year to work from a location other than NAB headquarters. It is not designed to be used as a replacement for individual days scheduled to be worked in the office.

Work-from-Anywhere Option

As an additional benefit, NAB offers a limited “work-from-anywhere” option to all employees in good standing who have completed at least 60 days of employment, as follows:

- Employees may make **two requests** each calendar year to work full time from a location other than NAB headquarters, for a period of up to five consecutive business days.
- Employees must submit this request in writing to their manager and department head, who will approve based on factors such as workload, project needs, departmental leave schedules or other situations deemed necessary to have staff on site. Department heads may also determine if they will allow the two periods of work-from-anywhere to be taken back-to-back (ex. work-from-anywhere for a period of up to 10 consecutive business days).
- Work-from-anywhere should be recorded on an employee’s ADP timecard for tracking purposes.

