

Regulations of Connecticut State Agencies

TITLE 5. State Employees

Agency

Department of Administrative Services

Subject

Assignment and Termination of State Housing

Inclusive Sections

§§ 5-200(k)-1—5-200(k)-4

CONTENTS

Sec. 5-200(k)-1.	Definitions
Sec. 5-200(k)-2.	Eligibility for housing
Sec. 5-200(k)-3.	Termination of housing assignment
Sec. 5-200(k)-4.	Certification requirements

Assignment and Termination of State Housing

Sec. 5-200(k)-1. Definitions

(a) “Residence” is defined as a set of rooms located in either a detached building or apartment-type building and equipped with individual kitchen or kitchenette facilities.

(b) “Quarters” are defined as one or more rooms containing no kitchen or kitchenette.

(c) “Housing” is either a residence or quarters.

(d) “Employee” is either an employee or an officer as defined by Sections 5-196 (i) and 5-196 (p) of the General Statutes respectively.

(e) “Housing agreement” means the written document in which the State and the employee agree on the terms governing the employee’s use and occupancy of housing.

(Effective August 31, 1987)

Sec. 5-200(k)-2. Eligibility for housing

(a) The following regulations apply to housing provided to state employees not covered by collective bargaining agreements except for housing provided under Connecticut General Statutes Sections 10a-72 (a), 10a-81 (b), 10a-89 (a), 10a-108 and 26-3.

(b) Housing may be authorized for any employee where the Commissioner of Administrative Services or designee determines that authorization for housing would be in the best interests of the State for one or more of the following reasons.

(1) State housing would facilitate the employee’s ability to direct, manage or maintain the health, safety and welfare of clients, patients, inmates, students or other employees where such responsibilities are a part of the employee’s duties.

(2) State housing would expand the employee’s ability to protect, safeguard or conserve facilities and/or equipment where such responsibilities are a part of the employee’s duties.

(3) State housing would aid in the recruitment or retention of employees in those specific job classes or positions approved for housing inducements for recruitment or retention by the Commissioner of Administrative Services or designee.

(c) Employees occupying housing prior to June 1, 1981 may continue to occupy the same premises unless such housing assignment is terminated in accordance with the housing termination provisions contained herein.

(Effective August 31, 1987)

Sec. 5-200(k)-3. Termination of housing assignment

(a) Housing assignments will be terminated:

(1) if the employee violates the terms of the housing agreement;

(2) at cessation of employment;

(3) if the employing agency determines that a facility is no longer needed for housing or is needed for other agency or state purposes;

(4) if the employee changes job assignment or otherwise becomes ineligible for housing.

(b) The agency may allow an employee whose housing assignment has been terminated

Regulations of Connecticut State Agencies

TITLE 5. State Employees

§5-200(k)-4

Department of Administrative Services

for any reason under Section 5-200 (k)-3 (a) of these regulations a grace period of up to six months to secure alternate housing.

(Effective August 31, 1987)

Sec. 5-200(k)-4. Certification requirements

(a) Before any employee is allowed to occupy state housing the agency head or his/her designee shall certify to the Commissioner of Administrative Services, on a form designated by the Department, that the employee is eligible to occupy such housing in accordance with Section 5-200 (k)-2 of these regulations and shall obtain approval from said Commissioner or designee of such certification.

(b) No employee shall certify his/her own housing assignment.

(Effective August 31, 1987)