



CMI

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

P.O. Box 1258
Uliga Campus
Majuro, Marshall Islands, MH 96960

Tel: (692) 625-3394/3291/4931
Fax: (692) 625-7203
Email: bor.regents@cmi.edu

CMI POLICY NO. 400 - 6.4.1

Housing Security Deposit Policy

Status: Active
Effective Date: March 18, 2024
Approval Date: March 18, 2024

<p>1. Policy Statement</p>	<p>The College provides either housing or a housing allowance to full-time Employees recruited to positions open for internationally competitive expatriate recruitment and whose usual place of residence is outside of the Republic of the Marshall Islands. Housing benefits begin on the start date of the contract, continue throughout the employment relationship between the College and the Employee and end when the employment relationship ends.</p>
<p>2. Purpose for the Policy</p>	<p>Housing benefit is part of the extended benefits package added to an Employee's contract as needed for recruitment incentive and employee retention.</p>
<p>3. Definitions</p>	<p>Internationally competitive expatriate recruitment- Positions open normally for expatriate recruitment</p>
<p>4. <i>Statements of Elaboration of Policy.</i></p>	<p>*Remove the second sentence as it is covered under move in allowance of \$2,000 covered in 6.4.3</p> <p>Housing Security Deposit: In the event that a security deposit is required for the housing, the employee is responsible for the security deposit.</p>
<p>i. Cross References to Related Policies</p>	<p>6.4.3 Moving in allowance: For newly hired full-time Employees who are recruited and hired from outside of the Republic of the Marshall Islands, the College will provide the Employee on arrival a \$2,000 allowance that may be used at the Employee's discretion to offset the cost of shipping and other expenses associated with the move to the RMI.</p>
<p>5. Responsible Officer</p>	<p>Director Human Resources</p>



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6. Key Offices to Contact Regarding the Policy and its Implementation	Human Resources Department
7. Links to Procedures or Forms	https://docs.google.com/document/d/1F8j0EOzN2cl-qLzCwkcxeDXjcvdHON63/edit
8. Date of Initial Policy	March 24, 2004
9. Date(s) of Any Revisions	August 18, 2020

President's Signature

DocuSigned by:

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March 18, 2024

Dr Elizabeth Switaj

Date