



UNIVERSITY OF
TORONTO
MISSISSAUGA

Home Office Expenses – further clarity on reimbursement of expenses related to home offices:

In addition to information provided by the Guide to Financial Management and the Human Resources and Equity website (re: PERA), at UTM, the reasonable cost of monitors and keyboards is reimbursable via PERA accounts for faculty and librarians. These items remain the property of the University. Staff and faculty are encouraged to move office chairs (with completed documentation) from campus when they are working from home for an extended period of time. UTM does not reimburse the expense of home office furniture such as desks, bookshelves, filing cabinets or chairs. Faculty members, librarians and staff who require particular equipment or furniture as a result of an accommodation need can find [Accommodation Guidelines](#) in the HR Service Centre. (UTM Budget, Planning & Finance April 5, 2021)