



WIRELESS COMMUNICATION FAQs

I don't have a personal cell phone. How will I be able to perform my duties without a personal cell phone?

If your supervisor determines that your position duties require you to carry a communication device to effectively complete your duties, he/she will discuss with you the options available to ensure you that you will be able to perform all duties assigned to you.

I don't have a personal cell phone and have been told that I may not be able to obtain one due to poor credit history. What options are available to me?

If a communications device is required in order for you to effectively carry out your job duties, you will need to inform your supervisor that you will be unable to obtain a personal cell phone. Your supervisor will discuss options available to ensure that you are able to be in communication with others, as required for your job.

Who will determine whether or not I am required to have a cell phone?

That is a determination made by your supervisor, with approval from the Dean or Director.

Who will determine whether or not I am eligible to receive a communications allowance?

That is a determination made solely by your supervisor, and then with approval from the Dean or Director. Please review the Communications Allowance Policy (FIS 1402-15).

My phone/device is on a "family plan" with several other phones/devices. How much communications allowance should I apply for?

That is a determination that you should discuss with your supervisor. It would be reasonable to divide the family plan minutes and charges by the number of phones/devices to determine the "average" per phone/device on the plan and then to apply the rationale in the policy to that average amount.

Why the change?

In response to an OUS audit, it was discovered that the current policy did not adequately address liabilities to the University stemming from personal use of University-provided cellular phones.

What about my Blackberry?

If your position is such that in order for you to effectively complete your duties, it is necessary for you to carry a Blackberry or other "smart phone" device, your supervisor can document the justification and then you can obtain a communication allowance to cover using a personally-owned "smart phone" device.

Can the University help me get a cell phone or "smart phone" device?

OSU will not provide wireless devices to employees; however, University employees may be eligible for discounts through specific wireless providers. OSU Telecommunications will gladly provide information regarding available discounts.