

Q: How do I know if my primary place of work is in Massachusetts?

A: For most employees, the location where they do most of their work for their employer is their primary place of work.

- 1) If the employee spends work hours traveling outside Massachusetts (making deliveries, engaging in sales, etc.) but returns regularly to a Massachusetts base of operations before resuming a new travel schedule, Massachusetts is the primary place of work.
- 2) If an employee is constantly switching locations of work, the primary place of work may be determined by assessing the state in which the employee spent the plurality of his or her working time over the previous benefit year. For new employees, employers should make a reasonable

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assessment of the primary place of work.

- 3) If an employee telecommutes through an arrangement with his or her employer to a Massachusetts worksite, Massachusetts is the primary place of work even though the employee does not physically spend those telecommuting hours in Massachusetts.
- 4) It is not necessary for an employee to spend 50% of the employee's working time in Massachusetts for it to be the employee's primary place of work.
- 5) If an employee permanently relocates into Massachusetts, the employee's primary place of work will become Massachusetts on the first date of actual work in Massachusetts.