27 Questions You **Need Answers** to Before Asking Your Employer to **Work Abroad**

Set yourself up for success! Walking into a meeting to ask your employer if you can from another country will go south really fast (excuse the pun!), if you don't show up prepared. Demonstrate to your manager that you've thought about **everything** so they can be rest assured that you'll still show up as your best self on the job (just from a beach in Cancún!)

The Basics

- 1. What is your departure date?
- 2. What is your length of stay?
- 3. What country (or countries) are you visiting?

Timezones, Schedule & Staying Productive

- 4. What timezone are you going to be working out of?
- 5. Will your schedule be different while you're away?

6. How will you ensure the same **level of communication** with your team if in a different timezone / working a different schedule?

7. How will working away from home affect your work?

8. Will working in a **different timezone** prevent you from showing up in the same way you would if you were still in your same timezone? How will you mitigate that?



Health, Insurance & Emergency Plans

9. Does your insurance cover **emergency healthcare for travel**? For how long? Will you need to extend it if you'll be gone for longer?

10. Does the country you're travelling to have **COVID** or vaccination requirements?

11. If you need to quarantine because of COVID, how will this affect your **ability to show up** to work?

12. If an **emergency arises** and you have to stay longer, do you have a plan?

13. How will any **emergencies that happen while abroad** affect your ability to show up to work?

14. If your **accommodations don't meet your needs**, do you have a backup plan?

15. If you internet is spotty, do you have a **backup internet plan?**

Location

16. Is there a good wifi connection? What's the speed?

17. Will you have a **quiet, private space to take calls**? (If you're in a different timezone, are those spaces available for when you need to be overlapped with your company's timezone?)

18. Will you be able to **get a restful sleep** (dorm vs. private room) and be in a space that respects your work needs?

19. Will you need to get a membership to a co-working space?

20. What's your proximity to a place to do **laundry and groceries**? Will that distance cut into your ability to show up to your workday?



Tax Laws & Work Visas

21. Will you need a **work visa** or will a tourist visa be okay for remote work?

22. Is it **legal for you** to work remotely in that country temporarily?

23. If **border control** asks you what you're doing while in the country, will there be repercussions if you say, "remote working"?

24. How long can you stay in that country before you have to **pay taxes** there?

25. How long are you legally allowed to be in the country?

26. Are there specific tax laws if you are working out of that country?

The Biggest Question

27. Will you be able to maintain the same quality, timeliness, effectiveness & value-alignment of your work while abroad and **are** you willing to be held accountable for your performance during this time?

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