12.4.1 GLOBAL BENEFIT ADMINISTRATION

Global HR Programs is the responsible party to initiate employee benefits for Stanford and its affiliates in locations outside of the US. Global HR Programs [1] will also typically administer these benefits, unless explicitly delegated to management in a specific country. Employee benefit plans outside of the US may be taxable to the employee, depending on each country’s tax code and reporting regulations. The sections below outline employee benefit provisions as they apply to Stanford University’s global staff or affiliated groupings.

**In-Country Hires**
Contact Global HR Programs if benefit plans are not already available in the country where Stanford or an affiliate will have in-country hires.

**US Hires**
Benefits provided to US-based employees working outside of the US will generally reflect, as closely as possible, those provided to University staff residing in the United States.

**Authority:**
Approved by the Vice President for Human Resources

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**Links**
[1] https://hr.stanford.edu/processes/global-hr-programs