

What is Assembly Bill 1887?

AB1887 is a California law that restricts state agencies from requiring its employees to travel to any state that has enacted a law that discriminates on the basis of sexual orientation, gender identity, or gender expression. For a complete text of the bill, visit the California Legislative Information website, http://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201520160AB1887.

When do the AB 1887 CSU travel restrictions go into effect?

AB1887 CSU travel restrictions are effective January 1, 2017.

How does AB1887 affect CSU travel?

As a result of this new law, CSU is restricted from requiring employees to travel to certain states. Additionally, CSU is prohibited from approving state-funded or state-sponsored travel to those states.

Who does AB1887 apply to?

Assembly Bill 1887 applies to all CSU employees, officers, or members, as well as non-employee travelers, including students.

How do I find the states that are on the list?

The complete list of affected states will be maintained on the California State Attorney General's website, <https://oag.ca.gov/ab1887>.

Can I refuse to travel to the states on the California State Attorney General's website?

Yes, CSU cannot require an employee, officer, or member to travel to the affected states, unless the travel meets one of the exceptions.

Are there any exceptions to the AB1887 travel prohibitions?

Yes. Exceptions to the AB1887 travel prohibitions may be granted for the following purposes:

1. Enforcement of California law, including auditing and revenue collection.
2. Litigation.
3. To meet contractual obligations incurred before January 1, 2017.
4. To comply with requests by the federal government to appear before committees.
5. To participate in meetings or training required by a grant or required to maintain grant funding.
6. To complete job-required training necessary to maintain licensure or similar standards required for holding a position, in the event that comparable training cannot be obtained in California or a different state not affected.
7. For the protection of public health, welfare, or safety, as determined by the CSU or other state agencies.

What do I do if I need to travel to one of the states on the list?

If an employee agrees to travel to an affected state and the purpose does not meet any of the exceptions, then state funds may not be used for such travel. Monies received by a campus auxiliary organization may be used for such travel. If the travel purpose meets one of the exceptions, then state funds may be used. Travel requests to any state on the AG list must be approved by the Divisional Vice President.

Can I invite prospective employees, speakers, or consultants from states on the AG list?

Yes. The bill applies to the states that one is traveling to, not the states that one is traveling from. The campus can reimburse for travel expenses of someone traveling from a state on the AG list to California.

What is the procedure to document that the planned travel meets one of the seven exceptions to 1887?

The traveler shall identify the exception that applies on the travel request form, or by an attached memo. By signing the travel request form, the traveler is agreeing to travel to a state identified by AB1887. Signatures by the approver and Vice President indicate agreement to the identified exception and authorize the identified source of funds for reimbursement of travel expenses.

What is the Procedure for Group Travel?

Group travel to an AB1887 identified state has the same requirements. Each traveler participating in the trip must sign to indicate they agree to travel to the state identified on the AG list. Any member of the group who chooses not to sign is not required to participate in the group travel.

Traveler's/Approver's responsibilities:

- The CSU is restricted from requiring an employee to travel to any states identified by the California Attorney General under the provisions of Assembly Bill 1887.
- Visit the California State Attorney General's website <https://oag.ca.gov/ab1887> for the complete list of states that are affected by the bill. It is the traveler's and approver's responsibility to check this website when planning out-of-state travel.
- See FAQ's for exceptions to required travel. By signing the travel request, the employee is hereby agreeing to travel to such states. Traveler is required to document on the travel request and travel claim any exceptions to the policy.
- State funds may not be used when traveling to the affected states, unless the travel purpose meets one of the seven exceptions to AB1887. The exceptions are listed on FAQs.
- Divisional Vice President shall approve all travel to states on the Attorney General's list.
- Travelers leading groups to states on the AG's AB1887 list must secure written approval of each travel participant and provide such as an attachment to the travel request form.
- Approvers must verify for out of state travel if the state is on the AG list. If state is on the AG list, approver must verify that all travelers have agreed to the travel location, if any exception applies, and that the appropriate source of travel funds has been identified. All travel requests to any state on the AG list will be forwarded to the VP for secondary approval.
- Vice President approval indicates agreement to the travel location, the purpose of the trip, and the source of funds as appropriate. If an exception to AB1887 is identified, the signature also indicates executive support of that exception.

Accounting Services' responsibilities:

- A/P Travel Coordinator will check the Attorney's General website when an out-of-state travel request or claim is received.
- A/P Travel Coordinator will verify that state funds are not identified as the source for reimbursement of Travel Expenses unless an exception is authorized by the Vice President.
- If exceptions are cited on the request or claim, the A/P Travel Coordinator will verify that the written explanation of the exceptions appears to be within the guidelines of AB1887.
- If any violation of the AB1887 is found, the A/P Traveler will reject the request or claim and return it back to the Approver/Fiscal Officer with an explanation or reason for rejection.