

Stand-Up Desk Policy

Per the FSU Purchasing Card Policy and Procedures, we are to purchase furniture and products that are available from Maryland Correctional Enterprises. Stand-up desks are available through MCE. If you would like to purchase a product like this, you must first get approval through Ben Brauer in the ADA office. If the request is approved by the ADA office, then it must be purchased from MCE.

To seek approval through the ADA office, the employee making the request must submit an ADA Accommodation Request Form to Ben Brauer. This form may be downloaded at <https://www.frostburg.edu/compliance/files/pdfs/ada-accommodation-request.pdf>.