

Updated ICED Form Announcement- Email Sent 12/9/25

Good morning all,

Recently, the Procurement department updated their ICED form. I have attached the most up to date version of the form. Please note that when Procurement updated the form, they did not update the version number at the bottom of the form, which is causing some confusion since the form still states (v4.FEB21). I have highlighted the difference between the last version of the form and the updated form as of last month. Mark Mazzara is the name that should be listed on all ICED forms going forward. Procurement is mass rejecting any requisition that has an ICED form with Anelia Dolan's name on it. Please contact me if you have any questions.



RUTGERS

INDEPENDENT CONTRACTOR OR EMPLOYEE DETERMINATION FORM

**THIS FORM IS TO BE COMPLETED BY PROPOSED SUPPLIER AND SUBMITTED WITH AN RU MARKETPLACE
REQUISITION AS AN INTERNAL ATTACHMENT**

NOTICE: This questionnaire is intended to help determine whether a proposed Supplier is an Independent Contractor or Rutgers Employee. The following questions are designed to assist Rutgers in determining whether a sufficient level of control is present to establish an employee/employer relationship. These questions have been derived from specific control factors defined by the Internal Revenue Service. As per University policy, this form must be completed and evaluated prior to the engagement of professional service providers or guest lecturers. Any questions about the completion of this questionnaire should be directed to University Tax Department. Final determination of Independent Contractor or Employee classification is made by the University Tax Director. **If a proposed supplier is a NONRESIDENT ALIEN coming to the U.S. to perform a service, he/she must be registered in the Glacier Tax Compliance Program. Please contact the University Tax Department (Mark Mazzara - mark.mazzara@rutgers.edu)**

Randeep Ladhar - 11/24/2025 10:55:06 AM

Hi [REDACTED]

Please see attached new form that has Mark Mazzara's name on it, he works in the Tax dept. The old form had Anelia Dolan's name who no longer works at RU

Thanks,
Randeep

All of Procurement's forms can be downloaded here: [Forms Repository | University Procurement Services](#)