303 Outside Employment

303 OUTSIDE EMPLOYMENT

Policy:

Archdiocesan Personnel may not be employed outside the Archdiocese in a position that would affect their objectivity in carrying out their Archdiocesan responsibilities.

Procedure:

A) Archdiocesan Personnel should not accept a position as director, officer, employee or consultant to any entity doing business with the Archdiocese unless written approval has been obtained from the appropriate supervisor.

B) Outside employment should not conflict with scheduled work hours.

C) Archdiocesan Personnel must not use Archdiocesan time, materials, information or other assets in connection with any outside employment.