

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.