7H. **Outside Employment**

Generally, employees may obtain employment with an employer other than Morrow County or engage in private income-producing activity of their own so long as that activity is not otherwise prohibited by these rules. Employees are responsible for assuring that their outside employment does not conflict with these rules.

An employee is prohibited from, directly or indirectly, soliciting or accepting the promise of future employment based on the understanding that the offer is influenced by the employee's official action.

Employees may not accept outside employment that involves:

- The use of Morrow County time (including the employee's work time), Morrow County facilities, equipment and supplies, or the prestige or influence of the employee's position with Morrow County. In other words, the employee may not engage in private business interests or other employment activities on Morrow County's time or using Morrow County's property;
- The performance of an act that may later be subject to control, inspection, review or audit by the department for which the employee works (or by a State agency); or
- Receipt of money or anything of value for performance of duties that the employee is required to perform for Morrow County.

Morrow County requires employees to report outside employment to their Supervisor before the outside employment begins. Thereafter, an employee must provide an update to his/her Supervisor on an annual basis, or sooner if any changes in outside employment occurs. Employees who accept outside employment in violation of this policy may be subject to discipline, up to and including termination.