



PERSONNEL POLICY

SUBJECT: OUTSIDE EMPLOYMENT

DATE: August 21, 2024

Number: 320-16

I. Statement of the Policy

Fulton County recognizes each employee's right to engage in activities outside of County employment unless they are inconsistent with the employee's obligations under the Fulton County Code of Ethics, or inconsistent with the employee's ability to satisfactorily perform their job duties in their County employment, or inconsistent with specific rules that apply to certain licensed or certified professions, or any other applicable state or federal law. Employees who engage in outside employment that creates an actual or perceived conflict of interest, or actual or perceived impropriety, shall be subject to appropriate disciplinary action up to and including termination of employment. In addition, Fulton County expects that any outside employment and related activities will be secondary to the employee's job duties for Fulton County, and that no employee shall engage in outside employment activities during their normal work hours for Fulton County unless performed pursuant to a written agreement with Fulton County and approved in accordance with applicable law.

To avoid violations of this Personnel Policy, employees shall be required to submit written notification of outside employment in accordance with the Procedure implementing this Policy. Such notifications shall be maintained and periodically evaluated by the Department of Human Resources Management.

II. Establishment and Implementation of Procedure

The County Manager, in consultation with the Chief Human Resources Officer and the County Attorney, is authorized to establish and modify, as needed, a procedure for implementing this policy.