

	LANE COUNTY SHERIFF'S OFFICE POLICY	Number: G.O. 6.37
		Issue Date: December 1, 2006
		Revision Date: March 5, 2010; September 7, 2010; February 28, 2017
CHAPTER: Human Resources		Related Policy: APM, Chap. 3, Sec.22; G.O. 4.02 (Code of Conduct)
SUBJECT: Collateral Employment		Related Laws:

POLICY: Collateral employment means private employment during off duty hours in an employment capacity as outlined in the Lane Manual and Lane County Administrative Procedure Manual (APM). This policy includes Sheriff's Office employees engaged in any regular, ongoing electronic or internet based business providing a service or product.

RULE:

1. Employees shall not engage in compensated collateral employment without prior approval of the Sheriff's Office.
2. Unless the Sheriff expressly makes an exception, no employee will devote more than 20 hours per week to collateral employment.

PROCEDURE:

- I. Refer to APM Chapter 3, section 22.