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Meets Accreditation Standard:	10.3

Section 500.90 Outside/Off Duty Employment

Policy

Employment with the Shively Police Department will be the primary employment of each full time person. Secondary employment will be permitted pursuant to KRS 61.3 1 0. A form must be submitted to the Chief of Police before engaging in any employment. The off-duty request form shall be turned into the Chief of Police on a yearly basis.

Part-time jobs at different businesses require a separate request form for each business. Note in the proper spaces the days and hours normally expected to work at the part-time job. A weekly form is to be turned into the office of the Chief of Police by Monday morning.

No member shall engage in any secondary employment whereby the motive of such employment would create a conflict of interest, interfere with the performance of official duties, involve the participation either directly or indirectly in any labor dispute, in any manner jeopardize the impartial position of the department or involve the member in violation of any procedures.

All members are prohibited from engaging in off-duty employment at establishments that specialize in night club type entertainment or businesses that primary sell liquor by the drink or package, the Chief of Police may still approve secondary employment where night club is on the premise or where after certain hours, a restaurant may meet the definition of a night club. The Chief, at his discretion, may limit the time of day of employment.

A "request for off-duty employment" must be submitted in writing and approved before engaging in any off-duty employment.

The Chief of Police reserves the right to terminate permission to work in an off-duty capacity at any time. This termination will be communicated in written form to the effected officer.

The Chief of Police is the custodian of Off-Duty Request, and he or his designee will monitor the off-duty employment.