



Cochise County Board of Supervisors

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Policy Title: Employment with Other Employers

Policy Number: 2219

Effective: February 1, 2017

Supersedes:

Last Reviewed/Updated:

Scope/Coverage: All Cochise County Employees

Policy Contact: Director, Human Resources

Cochise County recognizes that there are County employees who engage in or seek to engage in additional employment with employers other than Cochise County. Cochise County prohibits additional employment by County employees if such additional employment interferes with the performance of the employee's duties as a County employee or represents a potential Conflict of Interest or is inconsistent with statutory provisions, the Cochise County Code of Ethics or other County rules and regulations.

Criteria/Requirements: An employee of Cochise County may engage in employment for another public agency and use designated public resources for this purpose only when, and to the extent that, such employment is expressly authorized in writing and in accordance with this policy.

A. A Cochise County employee may pursue other outside employment, if all the following requirements are met:

1. The employee must obtain advance, written approval by the Department Director, and prior to engaging in additional employment with a non-County employer. Such approval must be obtained at the time of original employment with the County, if such other employment exists, or anytime thereafter when an employee becomes employed with another employer.
2. An employee shall not engage in activities which adversely affect the ability of that employee or any officer or employee of any public agency whose chief legislative or executive entity is the Cochise County Board of Supervisors to carry out legitimate public agency functions.
3. Neither time for which the employee is reimbursed by the County, nor any public resource, including use of telephones and supplies, shall be used for private gain.
4. An employee shall not use the employee's official position or title in seeking or carrying out any additional non-County employment.
5. An employee shall not make any representation, express or implied, of public agency endorsement of any private employment.



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6. The employee shall comply with all applicable statutes and rules and the provisions of this policy relating to the conduct of a public employee.

7. An employee shall not engage in conduct which is inconsistent with the best interests of Cochise County, as reasonably determined by the County Administrator or the Board of Supervisors.

8. An employee shall not engage in employment that gives the appearance of impropriety or reflects poorly on the County's image.

B. A Cochise County Deputy Sheriff may be temporarily employed by a private person or entity and use expressly designated public resources, such as the deputy's uniform or County vehicle, if the Sheriff or his designee determines that the peacekeeping mission of the Sheriff's Department will be served by such employment.

C. If an employee does not comply with this policy, the employee may be subject to disciplinary action, up to and including termination. This policy does not preclude Cochise County from pursuing any other remedy for loss or damage otherwise available under applicable law.