



GUAM POWER AUTHORITY OUTSIDE EMPLOYMENT OR BUSINESS ACTIVITY

DATE:	<input type="checkbox"/> NEW APPLICATION	<input type="checkbox"/> RENEWAL APPLICATION
Employee Name:		Employee No.:
Department/Division:		Position Title:
OUTSIDE EMPLOYMENT OR BUSINESS ACTIVITY INFORMATION		
Outside Employer or Business Activity Name:		Location:
Nature of Outside Employment or Business Activity:		
Start Date:	Position Title:	Salary:
WORK STATUS		
Total Hours		Work Schedule
Part-Time _____ hrs	From: _____	To: _____
On-Call _____ hrs	From: _____	To: _____
Weekends _____ hrs	From: _____	To: _____
Monthly _____ hrs		
CONDITIONS		
I understand that:		
<ol style="list-style-type: none"> 1. Approval of this outside employment or business activity authorization may be cancelled by the General Manager or his authorized designee upon ten (10) days by written notice to the employee, should the employee's job performance falls below satisfactory level as documented by his/her immediate supervisor or division manager. 2. Upon termination of outside employment or business activity, a written notification to the Human Resources Division is required. 		
<p>I, the undersigned employee, certify that the above is true and correct and that I have read and understood the provisions of Section 21.00 Outside Employment, Subsections 21.01 – 21.03 of the Guam Power Authority's Personnel Rules and Regulations.</p>		
Employee Signature: _____		Date: _____
CONCURRED BY:		
Immediate Supervisor/Date:		Division Manager/Date:
<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		
_____ JOHN M. BENAVENTE, P.E., GENERAL MANAGER		_____ DATE