

U.S. Commodity Futures Trading Commission

Request for Approval of Outside Employment

***Note: If you will be employed, on a paid or unpaid basis with another organization or business while employed with the Commodity Futures Trading Commission, review and complete this form. Provide the completed form to your supervisor. If this form is not applicable, please return to OHR.**

Name	Position Title
Division/Office	Series and Grade

As required by the Commission's Supplemental Standards of Ethical Conduct, this is to request approval of my intention to accept outside employment. The pertinent facts regarding this employment are as follows:

- 1.) Name of Employer: _____
- 2.) Nature of Employer's Business: _____
- 3.) Nature of Work to be Performed: _____
- _____
- _____
- 4.) Estimated duration of employment: _____ 5.) Fee or compensation to be received _____
- 6.) Additional Comments: _____

I agree that I will not perform any portion of this outside employment while on official duty at the Commission. I understand that this request will be reviewed by my Division/Office Director, the Executive Director, and, as necessary, by the Office of General Counsel, to determine whether this outside employment is not expected to involve conduct prohibited by statutes or Federal regulations, including 5 CFR, parts 2635 and 5101, and 17 CFR part 140.

Employee's Signature _____		Date _____	
Division/Office Agreement: Agree ☐ Disagree ☐	Approval ☐ Disapproval ☐		
Immediate Supervisor _____	Date _____	Division/Office Director _____	Date _____
OED Approval: Agree ☐ Disagree ☐	OGC Concurrence (if requested by Executive Director):		
Executive Director _____	Date _____	OGC Representative _____	Date _____

Received by Office of Human Resources: _____

Human Resources Specialist _____ Date _____

PRIVACY ACT NOTICE

This information is being provided, pursuant to the Privacy Act of 1974, 5 U.S.C 552a, to U.S. Commodity Futures Trading Commission employees and special Government employees who are required to request approval for outside employment.

Executive Order 12674 other relevant Executive Orders, Office of Government Ethics Standards of Ethical Conduct for Executive Branch Employee and Supplemental Commission regulations implementing that Executive Order, 5 C.F.R. 140.735-1 et seq., constitute the authority for collecting personal data on outside employment. This data must be furnished; failure to do so could be cause for appropriate disciplinary action.

The information gathered from the statement will be used to determine whether there are any real or apparent conflicts of interests in violation of the conflict-of-interest laws, 18 U.S.C. 201 et seq.; Executive Order 12674 or other relevant Executive Orders; sections 2(a)(7), 9(c) and 9(d) of the Commodity Exchange Act, 7 U.S.C. 4a(f)(1), 13(c) and 13(d); of the Office of Government Ethics Standards and Commission Supplemental regulations; or of the Commission's Code of Conduct. Any evidence of violation of the federal conflict-of-interest laws and requirements, or other laws or regulations, may be referred to the Department of Justice, as a United States Attorney or other law enforcement authorities.