**Outside Employment Disclosure and Acknowledgement Form  
Management Personnel Plan (MPP) and Executive Employees**

This form is to be completed as appropriate by MPP and Executive employees pursuant to Section 42740 of Title 5, California Code of Regulations.

**Requirements:**All management and executive employees shall be required to provide a written statement to the appropriate administrator of any and all outside employment. Employees shall also provide a written statement of outside employment if a written request by an administrator is made.

**Disclosure:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name: | | Enter text or press spacebar. | | Position/Title: | | Enter text or press spacebar. |
| Campus: | | | Enter text or press spacebar. | Department: | Enter text or press spacebar. | |
| Date: | Enter text or press spacebar. | | |

I acknowledge that the information listed below is true and correct, and that my time commitment to these outside employer(s) do not create a conflict of commitment that would interfere with CSU work assignments and satisfactory performance. *(Complete and sign below)*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Nature of Outside Employment Held** | **Time Commitment** | **Expected Duration** |
| **1** | Enter text or press spacebar. | Enter text or press spacebar. | Enter text or press spacebar. |
| **2** | Enter text or press spacebar. | Enter text or press spacebar. | Enter text or press spacebar. |

Signature: Date:

**Reviewed by:**

Name: Date:

Administrator’s Signature: