



State of New Mexico – Outside Employment

Employee Information

Name:	Employee ID:
Classification:	Position Number:

Employee Certification

Check the statement that is applicable to you:

- I am currently NOT engaged in outside employment (or in the process of obtaining such) nor do I have a conflict any financial interest in a business which may be affected by the actions of this agency.
- I have indicated below any outside employment or conflict of interest pursuant to the provisions of the Governor’s Code of Conduct.
- Should I have a financial interest either now or in the future which I am required to report to the Secretary of State under the Financial Disclosure Act, I will do so.

Outside Employment

In addition to your position with this agency, are you currently employed or are now arranging for (including consultant work) such outside employment. This agency’s division management will make the final determination of approval/denial.

Name of Business			
Address (No., Street, PO Box and/or Rural Route)	City	State	Zip Code
Work Performed:			

Conflict of Interest Code

Complete the following if you (or your spouse) have employment or financial interest in a business which may be affected by the actions of (State Personnel Office) (including ownership or management property rented to the department, its clients, or contractors). The agency’s Cabinet Secretary/Director will make the final determination as to whether this is a conflict of interest and appropriate action required.

Name of Business			
Address (No., Street, PO Box and/or Rural Route)	City	State	Zip Code
Work Performed			

- Attach additional pages for other employment or conflicts of interest.

Signatures

Employee Signature:	Date:		
Supervisor Signature:	Date:	<input type="checkbox"/> Approve	<input type="checkbox"/> Deny
Agency Head Signature:	Date:	<input type="checkbox"/> Approve	<input type="checkbox"/> Deny