

# OUTSIDE EMPLOYMENT PERMISSION REQUEST

(For use of this form see USAREC Reg 27-2)

## DATA REQUIRED BY THE PRIVACY ACT OF 1974

**AUTHORITY:** Title 5, United States Code, Section 301.

**PRINCIPAL PURPOSE:** To collect information to evaluate your request to engage in outside employment (including self-employment).

**ROUTINE USES:** To ensure that outside employment is in accordance with applicable law. To enable your commander and/or supervisor to contact you during off-duty employment.

**DISCLOSURE:** Is voluntary but failure to disclose this information may result in permission to engage in outside employment being denied.

1. LAST NAME - FIRST NAME - MIDDLE NAME:

2. GRADE:

3. UNIT:

4. DUTY POSITION:

## EMPLOYER DATA

5. NAME OF PROPOSED EMPLOYER:

6. NATURE OF BUSINESS:

7. PRODUCT OR SERVICES SOLD, MANUFACTURED, OR PROVIDED:

8. PLACE OF EMPLOYMENT (*list all sites where work will be performed*):

9. ANTICIPATED HOURS:

	Day	Start Time	End Time	Number of Hours
	a.	Sunday		
	Monday			
b.	Tuesday			
	Wednesday			
c.	Thursday			
	Friday			
d.	Saturday			
	Total Hours			

I understand that permission to engage in this outside employment may be revoked by the approval authority or higher authority upon determination that the employment is prohibited by statute or regulation. Permission may also be revoked if my duty performance falls below acceptable standards, or for other reasons in the best interest of the U.S. Army Recruiting Command.

10. DATE:

11. SIGNATURE:

## APPROVAL/DISAPPROVAL

12. The request is:

- Approved  
 Disapproved

13. NAME OF COMMANDER:

14. TITLE:

15. SIGNATURE:

16. SPECIFIC REASONS FOR DISAPPROVAL: