

## **CONFLICT OF INTEREST**

The Rescue Mission prohibits its employees from engaging in any activity or practice in conflict with the interests of the Mission or its clients. Employees shall not knowingly use Mission property, funds, position or power for personal or political gain.

An employee's outside employment or business activities and interests must not interfere with the employee's regular duties nor represent a conflict of interest. It must be realized that employment with the Mission is the employee's primary responsibility if he/she works full time. Outside employment will not be considered an excuse for poor job performance, absenteeism, tardiness, or refusal to work overtime. Should the outside employment cause or contribute to any of these situations, it must be discontinued or it could lead to disciplinary action up to and including termination.

Employees are encouraged to raise any questions regarding specific activities or questions involving this policy with the Executive Director before accepting outside employment.