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**United Way of Anchorage
OUTSIDE ACTIVITIES / CONFLICT OF INTEREST POLICY**

This policy is guided by the United Way of Anchorage Code of Ethics. All employees are expected to avoid any conflict between their personal interests and the interests of United Way. Full-time employees engaging in any other activity, which might constitute a conflict of interest, must notify the President.

Outside employment may be detrimental to United Way because of the conflicting demand on employees' productivity or availability for work or because it might create a conflict or appearance of conflict between United Way and the proposed employer. United Way employees are required to discuss the nature of the activity with the President prior to engaging in any questionable activity. If the President determines that a conflict exists, the employee will be asked to resolve the situation, which normally will require termination of the activity, which gives rise to the conflict. Failure by the employee to resolve the situation will result in disciplinary action which may include termination of employment.