

Proposed Change to the ISI Employee Handbook

March 19, 2017

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Outside Employment, ~~Volunteering~~ and Conflicts of Interest

Employees of ISI are free to pursue their own activities outside of work hours; however, additional employment that might be in conflict or in competition with the work of our LSC is prohibited. Occasionally, you may be asked to work additional hours or engage in weekend work. Unfortunately, due to the nature of your employment, ~~we ISI~~ cannot allow you volunteer ~~for a LSC club~~ as an administrative official or referee for a swim club that you are directly or indirectly affiliated with because of the ~~requirement that we pay you for working over time hours and the potential conflict of interest.~~ You will be considered directly or indirectly affiliated with a swim club if (a) you are registered as coach-member, a non-athlete or athlete member with the swim club; or (b) your children are athletes members of the swim club, or (c) you are a members of the board of directors or advisory group of the swim club.

You are expected to devote your best efforts to the interests of the organization. Business dealings that appear to create a conflict between our interests and your interests are not acceptable. We recognize your right to engage in activities outside of your employment which are of a private nature and unrelated to our business. However, you must disclose any possible conflicts so that we may assess and prevent potential conflicts of interest from arising.