

### Memorandum of Understanding

Between Rutgers University and AFT-URA with regard to unit members' and Management obligations under the Rutgers Ethics Program and the NJ Conflict of Interest Law as amended in 2006, the Union recognizes:

In implementing reporting requirements for unit members, management's primary but not exclusive concern for staff is to ensure that employees with procurement responsibilities do not engage in outside employment that interferes or conflicts with their Rutgers responsibilities.

University Policy 60.3.2 remains in effect in determining where a conflict of commitment exists as the result of dual employment.

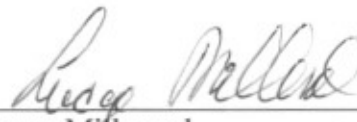
The "Receipt and Acknowledgement" document and the "Outside Employment Form for Staff" document shall be maintained in the central personnel file of the employee. Both documents are treated with the customary confidentiality of a personnel file from the time they are submitted by the employee, subject to the requirements of law.

The Outside Employment document will be transmitted by the employee to the appropriate Area Reviewer, who is not a direct supervisor of the employee. After review, the document will be transmitted to the personnel file.

The Union will recommend that unit members participate accordingly.



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