



## Looking for a second job?

- A Postal Service employee must obtain prior approval from the Ethics Office before engaging in certain types of outside employment or business activities.
- The jobs that require prior approval are those with a company with whom the employee has official postal dealings, a company whose interests are substantially dependent upon postal rates, fees or classification, or a company that is substantially dependent on providing goods or services to the Postal Service.

Avoiding outside employment that creates a conflict of interest preserves the Postal Service's reputation for fairness and honesty.

And that's smart business.

*Contact the Ethics Office ([ethics.help@usps.gov](mailto:ethics.help@usps.gov)) for more guidance.*