



OFFICE OF THE ATTORNEY GENERAL  
Government of Guam  
Administration Division  
590 S. Marine Drive, Suite 706  
Tamuning, Guam 96913

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Attorney General of Guam

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**REQUEST FOR APPROVAL OF OUTSIDE EMPLOYMENT  
AND BUSINESS ACTIVITIES**

<input type="checkbox"/> New Application	<input type="checkbox"/> Renewal	Date:
Name of Employee:	Division:	SSN:
Position Title:	Work Schedule (Specify Days and Time):	

**OUTSIDE EMPLOYMENT AND BUSINESS ACTIVITY INFORMATION**

Employer:	Location:
Nature of Work:	Contact No.:
Work Schedule (Specify Days & Time):	Desired Employment Date (Must not be prior to approval of this request):

*I have read and understood the provisions of Chapter 7.950 of the Department of Administration's Personnel Rules & Regulations. If there should be any changes to this request, I must notify the Attorney General.*

\_\_\_\_\_  
EMPLOYEE SIGNATURE

<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED	REMARKS:
_____ DIVISION HEAD/SUPERVISOR'S SIGNATURE	

<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED	REMARKS:
_____ DEPARTMENT HEAD SIGNATURE/DATE	

**FOR OFFICE USE ONLY**

HRD Jacket No:	Processed by:
Control No:	Date: