**Implementation Regulations Side activities Wageningen**

**UR**

*Taking into consideration that*

• the paid and volunteer activities of staff on behalf of a party other than their own employer can provide a positive contribution to the implementation of tasks and the interests of Wageningen UR, and

• it is desirable to establish a number of conditions for accepting and conducting side activities.

Taking into account the provisions in Article 1.14 of the Collective Labour Agreement for Dutch Universities and Article 3.5 of the Collective Labour Agreement DLO Foundation (DLO), the Executive Board of Wageningen University and the Executive Board of the DLO Foundation enact the following regulations:

**Article 1 Definitions**

For the purposes of these regulations, the subsequent terms are defined as follows:

|  |  |
| --- | --- |
| a employer: | the Executive Board of Wageningen University or the Executive  Board of the DLO Foundation; |
| b employee: | an individual who is employed by Wageningen University or by the  DLO Foundation; |
| c Executive Board: | the Executive Board of Wageningen University or the Executive  Board of the DLO Foundation; |

**Article 2**

Side activities is defined as all paid and volunteer activities that are not part of the assigned duties of the employee and which are conducted on behalf of, as ordered by or to the benefit of a party other than the employer (regardless of the magnitude of the employment and the magnitude of the side activities .

**Article 3**

Side activities as defined by these regulations do not include:

a activities conducted as an appointed or elected member of a public administration body, such as the city council or Provincial Executive.

b contract activities where the DLO Foundation or Wageningen University is a contract partner; in

that case, the assigned activities fall within the duties of the employee. c activities that clearly have no relationship with the employee's duties.

Side activitiesa can be conducted only following written permission from the employer, where the employee may be given a hearing. Granting permission may be subject to conditions. Specifically, permission can be conditional on the duration and magnitude of the side activities as well as on the consequences of financial or other forms of compensation, if any. While taking account of a reasonable period of notification, permission can be withdrawn by the employer at any time.

**Article 5**

The employee is required to ask the employer for written permission for conducting side activities , as well as for every change in these activities, such as in the nature and/or magnitude of existing side activities. Therefore, at the start of employment, the employee is required to notify the employer about any side activities.

Staff (scientific or administrative) and professors must submit their request for permission to the Director (or General Director) of their unit or group. The Directors (or General Directors) and employees who report directly to the Executive Board must submit their request to this Board.

**Article 6**

The employer will respond within one month to the submitted request.

**Article 7**

Permission for conducting side activities will be granted, unless

a the side activities can negatively affect the qualitative and/or quantitative implementation of the employee's agreed tasks;

b the side activities can harm the scientific and business interests of the employer;

c the side activities can obstruct the proper completion of the employee's assigned duties.

**Article 8**

The refusal to grant permission or the withdrawal of such permission will take place in writing, including an explanation, after a hearing has been provided to the employee. The customary objection and appeal options are available to the employee if there is a negative decision.

**Article 9**

Sideactivities will not be conducted during working hours, unless this is agreed to in writing. Agreements concerning side activities that were made before the present regulations went into force will remain in effect until 1 September 2009.

A periodic evaluation (for example, as part of the Performance and Development interviews) will be conducted to determine if the agreements about side activities are satisfactory and up-to-date.

**Article 11**

Non-compliance with these regulations can lead to disciplinary measures.

**Article 12**

As part of the planning and control cycle, the management councils report annually to the Executive

Board about the implementation of the side activities regulations.

**Article 13 Transitional provision**

Permission to engage in side activities that was provided before the present regulations went into force will remain in effect in accordance with the agreements and/or for the duration of the specified additional activity, unless there are compelling reasons to do otherwise.

**Article 14 Final provision**

In cases not foreseen by these regulations or which result in an unreasonable or unfair outcome for the employee, the employer can supplement or deviate from these regulations.

**Article 15 Formal title of regulations and date of enactment**

These regulations are formally titled “Implementation Regulations Side activitiesWageningen UR” and go into effect on 1 September 2006. All previous regulations concerning side activities are simultaneously declared null and void.