

Frigo, Victoria (COE)

From: Frigo, Victoria (COE)
Sent: Monday, May 06, 2013 11:38 AM
To: 'Ewan, Nicole'
Cc: Hernandez, Julia D.; Centorino, Joseph (COE)
Subject: Outside Employment Form (INQ 13-113)

Hello Nicole,

A municipality may utilize its own outside employment approval form instead of the one provided by the County.

You may be interested to know that, in the County, some departments devise their preferred forms to be used as part of an employee's record because approval of outside employment ultimately resides with department heads. *See Miami-Dade County Code at Sec. 2-11 (c).*

Regards,

VICTORIA FRIGO, SENIOR STAFF ATTORNEY

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Miami-Dade County is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. E-mail messages are covered under such laws and thus subject to disclosure.

From: Ewan, Nicole [<mailto:newan@miamigov.com>]
Sent: Monday, May 06, 2013 9:33 AM
To: Frigo, Victoria (COE); Ramos, Miriam S. (COE)
Cc: Hernandez, Julia D.
Subject: Outside Employment Form

Good morning Victoria and Miriam,

Hope all is well!

Section 2-11(c) of the Miami-Dade County Code requires that any outside employment by any full-time employee must first be approved in writing by the employee's department head who shall maintain a complete record of such employment.

The County provides this form (see attached), however, if a municipality has its own form, can we utilize our form or must we use the one provided by the County?

Have a wonderful day!

Thanks,

Nicole Ewan, MPA

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