

## **OAQ Activity Reporting Exceptions**

Below is a list of volunteer, uncompensated outside activities that do not require prior notice or approval when: (1) the employee engaged in the activity is not an officer or board member of a not for profit, charitable or other private entity on whose behalf the activities are undertaken and (2) facilities of WP University are not utilized by the entity and (3) the entity does not do business with WP University (These activities need not be disclosed on the Outside Activities OAQ.) Employees should contact their Ethics Liaison Officer for guidance if there is any question as to whether the activity would conflict with their job duties or the functions of the University.

- activities on behalf of volunteer fire companies or rescue or first aid squads
- activities on behalf of churches, mosques, synagogues, temples, or other religious institutions, including, serving as a religious instructor, or deacon, or lector or reader, or choir member.
- activities, such as coaching or other support activities, on behalf of athletic associations or clubs, such as little leagues, soccer leagues, or swimming leagues, or other competitive or recreational activities or participation in similar
- adult-oriented activities (bowling leagues, golf leagues, softball leagues, hunting, and skiing clubs)
- activities on behalf of the Cub Scouts, Boy Scouts, Brownies, Girl Scouts, CYO, YMCA, YWCA, Boys and Girls Clubs and similar organizations
- activities on behalf of parent -teacher or parent-school organizations, fathers' clubs, mothers' clubs
- activities on behalf of high school and college alumni organizations
- activities on behalf of social and civic organizations or issue-oriented organizations such as Elk's Club, Women's Club, Rotary, Knights of St. George, Sierra Club, ACLU, NRA
- activities on behalf of hobby or craft clubs or organizations
- activities on behalf of service-oriented organizations and entities such as hospitals, daycare centers, rehabilitation facilities, or programs to assist senior citizens or other populations with special needs.
- activities on behalf of professional, trade or business organizations, including bar associations.
- activities on behalf of homeowners or condominium associations
- fund-raising for March of Dimes/Red Cross, schools, hospitals so long as on the employee's own time and without use of title (door to door, by letter, telephone call)
- political activities permitted under applicable Department Code if any.
- union related activities
- activities on behalf of support groups, such as those associated with AA, NA, HIV, cancer, arthritis.
- activities on behalf of the United Service Organization (USO)