

**North Carolina Department of Health and Human Services  
Division of Public Health  
Women's & Children's Health Section  
Nutrition Services Branch  
Special Nutrition Programs  
Child and Adult Care Food Program**

**Outside Employment Policy**

No \_\_\_\_\_ employee with Child  
(Name of Institution)

and Adult Care Food Program (CACFP) responsibilities and duties shall have other  
employment within or outside \_\_\_\_\_  
(Name of Institution)

that interferes with the completion of those CACFP responsibilities and duties. In  
addition, any employment outside of the CACFP responsibilities and duties may not  
constitute a real or apparent conflict of interest with the CACFP.

\_\_\_\_\_  
(Signature of Authorized Representative)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Title)