

PRIVATE / PROFESSIONAL EXTRA WORK AS PER THE CSIR CONDITIONS OF SERVICE AND ETHICS STATEMENT & CODE OF CONDUCT.

Applicant ID	
Employee ID	

Please attach any supporting documentation that is relevant to this application.

Applicant / Employee Details				
Full Names		Identity No		
Division/Cluster/ Portfolio		Passport No		
Department/ Impact Area		Title		

Applicant / Employee Declaration	
I am not performing private / professional extra work	
I am performing/intend to perform private / professional extra work and I request permission to perform such work as detailed below	
Please note that a separate form must be completed for each application	
I declare that I will not spend any time during normal office hours to attend to the private / professional extra work and und any contravention hereof may lead to disciplinary action being taken against me. I confirm that I will not use the resources of the CSIR for conducting any private / professional extra work, and such work does not directly or indirectly, actually or poten conflict of interest with the CSIR, nor constitute conflict of interest with my position in the CSIR.	facilities of
Nature and Details of Private/Professional Extra Work	
Details of private work	
Remuneration details	

Maximum hours per month

Applicant / Employee Declaration					
I hereby confirm that all the information supplied by me above is true and correct.					
Signature		Date			

Recommendation						
Designation	Date	Name	Signature	Recommended / Not recommended		
Impact Area Manager / Senior Manager / Centre Manager						
Comments						
Manager: Human Capital						
Comments						
		Approval				
Designation	Date	Name	Signature	Approved / Not approved		
Executive Manager / Group Manager / Member of Executive Committee						
Comments		·	·	·		