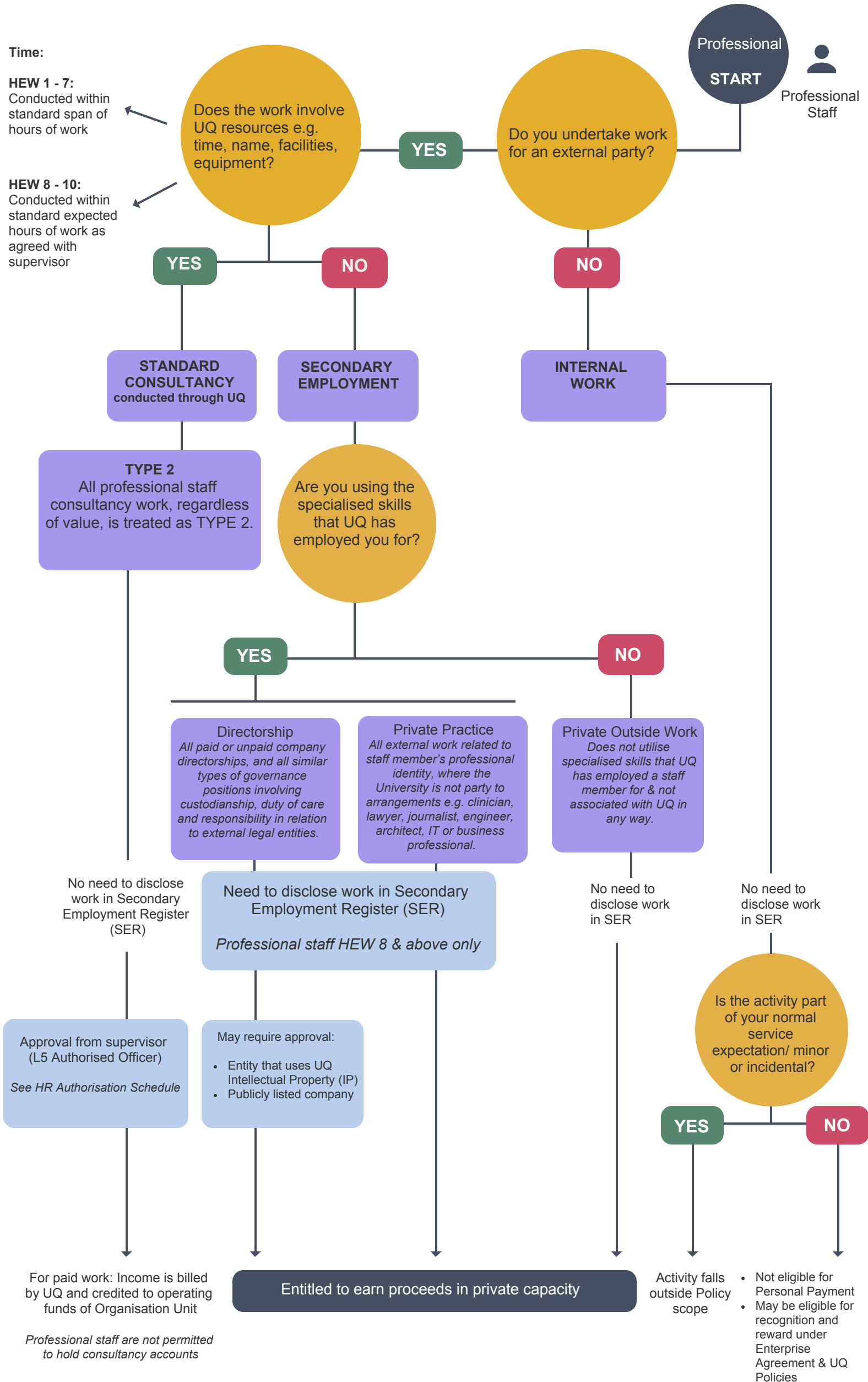


Identifying Consultancy, Secondary Employment and Internal Work for Professional Staff

Time:

HEW 1 - 7:
Conducted within standard span of hours of work

HEW 8 - 10:
Conducted within standard expected hours of work as agreed with supervisor



Professional staff are not permitted to hold consultancy accounts