



Key changes from current Paid Outside Work Policy

- This policy only applies to Academic staff. Professional staff are covered by the UNSW Code of Conduct.
- There will be four categories of paid outside work:
 1. **University Consultancy** - paid work managed by UNSW undertaken by academic staff in addition to their regular duties. Staff are covered by UNSW insurances and can use UNSW resources (with approval).
 2. **Private Consultancy** - paid consultancy or practice undertaken privately by the staff member related to the staff member's professional expertise and qualifications. Staff must have their own insurance and cannot use UNSW resources.
 3. **Clinical Academic Work** – paid work undertaken by a medical practitioner employed in the Faculty of Medicine and Health who provides clinical and related services for public patients in public hospitals under the Clinical Academics Employed in the NSW Health Service Policy Directive.
 4. **Unrelated Work** - paid work undertaken outside of the academic's normal work hours that has no connection with UNSW or the work performed by the academic for UNSW (for example, a dog walking business on the weekend).
- Applications for University Consultancy and Private Consultancy must be approved by the Head of School before the work commences.
- Specific criteria for approval, including that the work does not compete with UNSW teaching, research or other programs and could not be performed by the academic staff member as part of their normal duties.
- Heads of School should also have regard to their school workload model and be satisfied that the paid work will not adversely impact the staff member's performance.
- New escalation process for approval (when required) to the Dean and DVC Planning & Assurance. For example, if the work exceeds 52 days but would still benefit UNSW.
- Paid outside work approved under the current policy may continue for 12 months from the commencement of the new policy