**Conflict of Commitment principles underlying activities of**

**University of Wyoming Extension Employees**

1. State and federal statutes and regulations, as well as, University of Wyoming regulations do not allow Extension employees to engage in activities that are or give the appearance of a conflict of commitment which impairs his/her obligations to the University.
2. Business or other interests **unrelated** to any aspect of the extension responsibilities of the employee are most likely not a conflict of commitment.
3. Any commercial activity related to an aspect of an employee’s extension responsibilities may be a conflict of commitment as determined by the following principles and qualifications.
	1. Such an activity conducted outside the assigned geographic work area and not connected in any way to extension clients in the employees work area is most likely not a conflict of commitment. Generally speaking, the work area for County Educators is their assigned county and the entire state is the work area for Area Educators and State Specialists. (The internet is considered to be a “connection”. It is most likely not a conflict if the commercial activity is outside the employees geographic work area.)
	2. Such an activity conducted so that the outputs are sold as commodities through commercial market channels is most likely not a conflict of commitment. (e.g., livestock marketed through a public auction not under the management or influence of the educator would be ok; club calves sold directly or through a private auction to county or area 4-Her’s would be a conflict).
	3. Such an activity conducted by a family member or associate is a conflict of commitment if extension clients could reasonably associate the commercial activity or its products with the extension employee. Ownership is not the issue; association/affiliation is the issue. Employee activities can’t leave clients any degree of uncertainty regarding a tie to the business; employees can’t have any contact/tie to customers.
	4. Such an activity conducted so that a citizen/client could reasonably infer an additional value to the product or service because of the employee’s extension appointment would be a conflict of commitment.
	5. Summary statement: Any involvement in a business/commercial activity related to the employee’s extension responsibilities and within the employee’s geographic work area and where the customers of the business could reasonably associate the commercial activity with the extension employee may be a conflict of commitment.
4. Considering that most employees have the opportunity to manage their time under Extension’s professional scheduling policies, any activity that takes sufficient time and/or attention away from the employee’s work day that it prevents the employee from satisfactorily meeting the responsibilities of their position may be a conflict of commitment.