State of Wyoming Military Department

Human Resources Office

5410 Bishop Boulevard
Cheyenne, Wyoming 82009-3320

DATE

MEMORANDUM FOR Col Bret A. Trippel, HR Officer, WYMD

SUBJECT: Outside Employment Request

I, Employee Name am requesting authorization to work part time in a job outside of my normal full-time Wyoming Military Department position.

☐ Army Technician ☐ Air Technician ☐ State Employee Army ☐ AGR

Business Name:_____ Work Hours/Days: _____
Position Title: _____ Type: Intermittent Temporary Permanent
Effective Start Date:_____ End Date:_____

I will not allow this part-time position to interfere with my position as an Position Title . There will be no conflict of interest with any of my duties and it will not impair my ability to perform my duties and responsibilities at the Wyoming Military Department. If a conflict does arise or this part-time position affects my ability to perform my job, I understand that the agency will utilize policies and procedures already in place to address the issue to the fullest extent possible.

Rank Employee Name

Rank Supervisor Name

Rank Commander/Directorate

Rank JAG Name

BRET A. TRIPPEL, Colonel, WYMD
HR Officer

Human Resources Specialist

Send to:
ng.wy.wyarng.list.hro-services@army.mil