Employer NOC for Outside Work

Issued by the employer; the employee signs the acknowledgement.

ORGANISATION | REF. NO. | DATE

ADDRESS

To

NAME | DESIGNATION / ORGANISATION

ADDRESS

Subject: Permission for outside work

EMPLOYEE NAME | EMPLOYEE / MEMBER ID | SINCE

OUTSIDE WORK | HOURS PER WEEK (MAX)

VALID UNTIL | ORGANISATION (IF ANY)

We permit the employee to take up the outside work above, on condition that it is outside working hours, does not compete with or serve a competitor of the company, does not use company time, devices, data or IP, and does not affect their performance.

The company may withdraw this permission if these conditions are not met. The employee will disclose any change in the outside work.

SIGNATORY NAME | DESIGNATION

Employer

SIGNATURE

PRINTED NAME | DATE

Acknowledgement

☐ I accept the conditions of this permission.

Employee

SIGNATURE

PRINTED NAME

DATE