



Agreement for Dual Employment of an Employee Resulting in Multiple Payments

We agree that the employee identified below will be employed in a dual employment arrangement. The employee will fill a position on a temporary or intermittent basis in addition to the employee's regular employment. (Reference Texas A&M University System Regulation 33.99.06, Administration of Multiple and Dual Employment and Texas A&M University Standard Administrative Procedure 31.01.99.M0.02, Approval Procedures for Supplemental Compensation and Dual Employment). The additional employment will not interfere with nor conflict with the employee's current position and responsibilities.

Employee Name: _____	UIN: _____
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PRIMARY EMPLOYMENT

Adloc Name _____	Adloc Number _____
PIN _____	Title Code _____ Title _____
Approximate Duration of Employment _____	
System Member Name _____	Rate of Pay _____ % Effort _____

SECONDARY EMPLOYMENT

Adloc Name _____	Adloc Number _____
PIN _____	Title Code _____ Title _____
Period of Employment _____	
System Member Name _____	Rate of Pay _____ % Effort _____

PLEASE COMPLETE THE FOLLOWING ENTRIES FOR DUAL EMPLOYMENT OF A NONEXEMPT EMPLOYEE:

The overtime rate of nonexempt employees who work at two or more jobs in the same work week is one and one-half times the rate of the highest paid position in which the employee is working. Furthermore, the secondary employing unit will be responsible for paying any overtime created by this additional employment.

I agree with method of payment for overtime:

Signature of Employee	Date
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Signature of Head of Current Department/Unit	Date
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Signature of Head of Employing Department/Unit	Date
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