

U.S. DEPARTMENT OF COMMERCE
NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION

REVOCATION NOTICE

NUMBER: NAO 202-735C DATE: 22 April 2022

SUBJECT: Outside Employment

1. THIS TRANSMITS:

Revocation Notice of NOAA Administrative Order (NAO) NAO 202-735C (dated 07/20/89)

2. PURPOSE:

This Revocation Notice revokes NAO 202-735C: Outside Employment. This NAO is no longer applicable because the guidance is outdated as described for the following reasons:

1. The Order uses archaic terms such as, “Chief, Personnel Division, Administrative Support Center and Director of Office of Administration.” These terms, which are no longer used, confuse readers about whom is to perform what actions in the revocation process.
2. Section 6 describes an approval process for employees who want to engage in outside employment. This process is no longer required. Upon reviewing this guidance and researching the current authorization process for outside employment, Human Capital Policy Division (HCPD) contacted Department of Commerce Ethics Law and Programs Division attorney Jeffrey Harrington, who stated, “There is no outside approval process for Department of Commerce employees to engage in outside activities. Such a requirement would have to be written into supplemental regulations to the Standards of Conduct ethics regulations.”

This outdated guidance confuses the workforce who may seek to apply it when there is no need to do so. For this reason, we request the guidance be revoked.

3. NOAA POINT OF CONTACT:

For further information, contact Susan G. Baker, Director, HCPD, at (703) 843-6346.

4. ACTIONS:

The above referenced Order (dated 07/20/89) is hereby revoked. An electronic copy of this Revocation Notice will be posted in place of the current Order on the NOAA Office of the Chief Administrative Officer Website: www.noaa.gov/organization/administration/noaa-administrative-orders.

A handwritten signature in black ink, appearing to read "Richard W. Spinrad", written over a horizontal line.

Dr. Richard W. Spinrad
Under Secretary of Commerce
for Oceans and Atmosphere
and NOAA Administrator