

- Business or academic activities
- Media activities
- Service in reserve or auxiliary forces
- Paid employment outside working hours

8.1.2 Under the terms of the Employment Rights Act 1996, employers are obliged to grant reasonable time off for public duties, e.g approval may be given for an employee to serve as a Justice of the Peace Up to 18 days paid special leave per annum may be granted for this activity

8.1.3 Approval may be given to employees wishing to become Special Constables or Retained Firemen. There is a need to be aware of the possibility of employees being called out in an emergency, for which annual leave or special leave without pay should be taken.

8.1.4 There are a number of activities that are forbidden on official premises:

- betting or gambling, unless approval has been sought and given to hold lotteries or sweepstakes for Dstl (or MOD) charitable or fund raising purposes,
- undertaking, either as a an agent or principal, a money lending business, or lending money to another employee as a matter of business,
- the borrowing of money from subordinates (the borrowing of money from other staff is discouraged),
- private trading for personal gain or in connection with private trading during official hours or on official premises, including such activities as part-time insurance agencies, unless on behalf of the Civil Service Insurance Society or any other officially recognised bodies for which prior approval is required from the Department Manager.

8.2 Political activities

8.2.1 Civil servants may be subject to restriction on their taking part in political activities and require prior approval This stems from the general principle that civil servants should not take part in any political or public activity which compromises, or might reasonably be seen to compromise, their duties of impartial service under the Civil Service Code

8.2.2 Civil servants are disqualified from election to Parliament and/or the Scottish Executive, the National Assembly for Wales or the European Assembly. Employees therefore must resign prior to adoption and/or nomination as a candidate or prospective candidate for any of these institutions The rules for possible reinstatement are contained in the Dstl rules and entitlements for reinstatement (reference 3).

8.2.3 The political activities which may be subject to restriction are as follows.

- at national level.
 - holding office in a party political organisation which relates wholly or mainly to party politics in the field of Parliament, the European Parliament or the devolved legislatures (the Scottish Parliament, the National Assembly for Wales and the Northern Ireland Assembly);
 - speaking in public on matters of national political controversy;
 - expressing views on such matters in letters to the press, or in books, articles or leaflets;

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