

*Bargaining Unit employees should review their appropriate Collective Bargaining Agreement (CBA) to determine if this procedure applies to them. In case of a conflict between the applicable CBA and these procedures, the provision in the CBA controls.*

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## **Nepotism and Fraternalization**

**OVERVIEW:** This outlines the County's procedure on nepotism and fraternization in accordance with Florida Statutes.

**SCOPE:** This procedure applies to all persons employed by the Board.

### **PROVISIONS:**

1. A County employee in a supervisory position may not appoint, employ, evaluate, promote, advance or advocate for the employment, promotion or advancement of a relative, romantic partner, or a friendship that interferes with County operations to a position over which the employee normally and routinely exercises jurisdiction or control.
2. Should an unusual circumstance or temporary situation arise resulting in a County employee supervising the job performance or work activities of a relative, romantic partner or close personal friend, as defined within this procedure, the situation must be remedied within sixty days. Employees must notify the Department Director and Human Resources immediately if this circumstance arises.
  - a. The Administrating Official or designee shall advise the employees of available alternatives, such as an interdepartmental transfer.
  - b. If either employee is unable to agree upon the alternatives within the sixty day period, the Administrating Official or designee will take an appropriate remedial action which may include an involuntary transfer or termination from employment.
  - c. In the event an employee is temporarily assigned to a supervisory position which results in the employee supervising a relative, romantic partner, the assignment can be for no more than sixty days.
3. Definitions
  - a. Relative- means the following relationships: father, father-in-law, stepfather, mother, mother-in-law, stepmother, brother, brother-in-law, stepbrother, half-brother, sister, sister-in-law, stepsister, half-sister, grandfather,

grandmother, son, son-in-law, stepson, daughter, daughter-in-law, stepdaughter, uncle, aunt, nephew, niece, first cousin.

- b. Romantic Relationship- refers to the following relationships; spouse, certified domestic partner or anyone who falls under the identified relationships as a result of certified domestic partnership, or romantic partner.
4. The County reserves the right to take similar action as to any other personal relationship which by its nature threatens the best interests of the organization.