



Chapter: Member Conduct and Authority
Subject: 02-16 – Anti-Nepotism Policy
Effective: April 19, 2022
Supersedes: Official Order 47, Section 47.27, dated September 14, 2021
Distribution: Department Members

PURPOSE: The following department policy establishes operational guidelines and restrictions for the assignment of members of the department who are related to each other.

POLICY: Effort shall be made to avoid placing members in situations where they supervise, or are supervised by a member who is a relative. This policy is founded on the need to avoid work-related conflicts of interest, the perception of improper influence or favor, and any detrimental impact on the morale of other members that may result from the perception of preferential treatment based on personal relationships.

02-16-1 EFFECT ON PERSONNEL TRANSACTIONS

- A. Members will not be hired, transferred, demoted, promoted, reassigned, recalled or “bumped” into positions where they will supervise, or be supervised, by a relative or cohabitant except where the personnel transaction is governed by a collective bargaining agreement.
- B. Members shall notify the employer within 30 days of the creation of a relative or cohabitant relationship with another member whom they are currently supervising, or are supervised by, or whenever they are seeking a position where they will be supervising or will be supervised by a relative.
- C. Members who supervise a relative may be moved to another work location based on the operational needs of the department.

02-16-2 DEFINITION OF RELATIVE

Relative” is defined as one of the following: relationships by blood—parent, child, grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece, and first cousin; and relationships by marriage— spouse (as defined by state law), step-parent, step-child, brother-in-law, sister-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, half-brother, half-sister, uncle, aunt, nephew, niece, and spouse of any of the above.

02-16-3 DEFINITION OF COHABITANT

“Cohabitant” is defined as two people living together and involved in a close and intimate romantic or dating relationship. Persons living together as housemates or roommates are not cohabitants for the purposes of this policy.

02-16-4 EXCEPTIONS

Exceptions to this policy may be made on a case-by-case basis by the Director of the Human Resources Division.

DIRECTOR

Annual Review Responsibility: Transparency and Accountability Division
Human Resources Division

Accreditation Standards: CALEA TBD