

POLICY 103 NEPOTISM

1. **Purpose.** In order to avoid situations that create potential or perceived favoritism, or perceived or actual conflict of interest, the County prohibits having an employee supervise a person to whom they are “related”.
2. **Definitions.**
 - 2.1 **Related.** An employee’s spouse, mother, father, son, daughter, sister, brother, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, father-in-law, aunt, uncle, niece, nephew, stepchild, stepparent, grandchild and grandparent.
3. **Human Resources Review.**
 - 3.1 While the above-definition identifies relationships that are likely to be perceived as a conflict of interest in an immediate superior-subordinate relationship, employees should also guard against other superior-subordinate relationships that could be perceived as creating a conflict of interest. In order to safeguard the interests of both employees and the County, Human Resources will be alerted to any employee relationships that pose, or potentially pose, a conflict of interest.
4. **Recruitment & Hiring.**
 - 4.1 No employee may participate in the recruitment or hiring process if a relative is an applicant under consideration.
5. **County Code.**
 - 5.1 County Code Provision 3.50.090, Nepotism, also applies.

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Effective Date: January 1, 2012

Revised Date:

Eau Claire County

Employee Policy Manual