

SCIOTO COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

POLICY 3.02.08 NEPOTISM

A. Introduction

Employment decisions are based solely on an individual's merit, qualifications and abilities. However, the Superintendent reserves the right to employ no more than one member of a family.

The employment of relatives in the same area of an organization may cause serious conflicts and issues with favoritism and employee morale. In addition to claims of partiality in treatment, personal conflicts from outside the work environment can be carried over into day-to-day working relationships.

For purposes of this policy, a relative is any person who is related by blood or marriage, or whose relationship with the employee is similar to that of persons related by blood or marriage. This includes: the employee's spouse, brother, sister, parents, stepparents, children, stepchildren, father-in-law, mother-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, grandparents, grandchildren, and any other member of the employee's household.

B. Policy

1. Direct supervision of one's relatives is prohibited.
2. The Board will not hire any person who is a relative, as defined by the applicable sections of ORC Chapter 5126., of a person serving on the Board of DD or Board of Scioto County Commissioners.
3. If a relative relationship is established after employment between employees who are in a reporting or direct supervisory situation, it is the responsibility and obligation of the employee in the position with the most authority involved in the relationship to disclose the existence of the relationship to management.

The Superintendent reserves the right to resolve the situation at his/her discretion and will work with the employees to determine the action to be taken. The action may include, but is not limited to, the following: resignation of one of the employees, transfer of one of the employees to an available position for which s/he is qualified, separation of the employees by reassignment, or termination of employment, if necessary.

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4. The Superintendent has the authority to take prompt action if any actual or potential conflict of interest arises within the workplace involving relatives, or employees involved in any kind of relationship outside of work.

In such cases, even if there is no line of authority or reporting involved, the action may include, but is not limited to, the following: resignation of one of the employees, transfer of one of the employees to an available position for which s/he is qualified, separation of the employees by reassignment, or termination of employment, if necessary.

5. Employees in a close personal relationship should refrain from public displays of affection and excessive personal conversation during work time.