

Subject: NEPOTISM

Date: March 28, 2018

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Replaces Policy Dated: June 4, 2008

PURPOSE: To establish a policy regarding the employment of close family members.

SCOPE: This policy applies to all Pinal County employees and Elected Officials.

STATEMENT OF POLICY: The employment of close family members (spouses, children, brothers, sisters, parents, grand-parents, grand-children, parents-in-law, sons and daughters-in-law, nieces, nephews, aunts, uncles) are not permitted to work under the direct supervision of another such family member. The Appointing Authority, County Manager or Elected Official shall determine whether to permit the employment of close family members in the same department where there may be occasional or intermittent direction of one family member over another provided the family member being directed is not organizationally under the direct supervision of the other family member.

No employee shall:

- Participate in any County matter affecting, directly or indirectly, the financial interests of a close family member;
- Directly or indirectly, advocate, participate in, or cause the employment, appointment, evaluation, promotion, transfer, determination of compensation or discipline of a close family member;
- Have a close family member serve on the same appointive board, committee, or commission;
- Exercise contract management authority where a close family member is employed by or has contracts with persons doing County work over which the public servant has or exercises contract management authority;
- Use or permit the use of his or her position to assist a close family member in securing contracts with persons or departments, for whom the public servant exercises contracting authority.

Employees who become close family members after employment shall not continue to be employed in a manner that would violate this policy. One of the two employees must find another position in the County within 90 days or resign. Failure to obtain another position within this time period will result in termination of one of the affected employee by the County Manager, Appointing Authority or Elected Official.