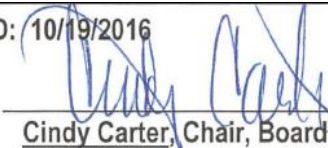


Grant County Personnel Policy

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|---|----------------------------|
| DATE ISSUED: 10/19/2016 | EFFECTIVE DATE: 10/19/2016 |
| APPROVED:  Cindy Carter, Chair, Board of County Commissioners | 10-17-16 Date Signed |
| LAST REVISED: 04/16/2015 | CONTACT: Human Resources |

413 – Employment of Relatives (Nepotism)

413.1 A family member of a current employee of Grant County will not be employed under any of the following circumstances:

413.1.1 When one of the parties would have authority or practical power to supervise, appoint, remove, influence salary or compensation decisions, or discipline the other;

413.1.2 When one party would handle confidential material that creates improper or inappropriate access to that material by the other;

413.1.3 When one party would be responsible for auditing the work of the other; or

413.1.4 When other circumstances exist that might lead to potential conflict among the parties or conflict between the interest of one or both parties and the best interests of Grant County.

413.2 Hiring or promotion of a current employee's family member must be disclosed and approved on a personnel action form (PAR) signed by the Board of County Commissioners.

413.3 For the purposes of this policy, family is limited to spouse, sibling, parent, child/stepchild, in-law, or any other member living in the employee's household.

413.3 If two employees subsequently begin a relationship similar to those identified in Section 413.3 above (*e.g.*, marriage, cohabitation, adoption) or one that, in the County's judgement, creates potential conflicts of interest or the perception of favoritism, the County reserves the right to address the concern through relocating one employee or removing either employee from their position.