



Policy 3045 - Anti-Nepotism

Version:

Effective Date:

Board or Administrative: Board

Policy Statement

Dakota County is committed to a policy of employment and advancement based on qualifications and merit and does not discriminate in favor of or in opposition to the employment of relatives.

Definitions

"Family member or relative" refers to spouse or significant other, parent/step parent, child/step child, grandparent, grandchild, brother/brother-in-law, sister/sister-in-law, uncle, aunt, nephew, niece, first cousin, in-laws (father, mother, son daughter).

Source

Dakota County Personnel Act, Minnesota Statutes §§ 383D.05, et seq.

General

Due to potential for perceived or actual conflicts of interest, Dakota County will hire family members or relatives of persons currently employed only if: a) candidates for employment will not be working directly for or supervising a family member or relative, and b) candidates for employment will not occupy a position in the same line of authority in which employees can initiate or participate in decisions involving a direct benefit to the relative. Such decisions include hiring, retention, transfer, promotion, wages and leave requests. Family members and relatives will not work in the same department as related Department Directors or Deputy Directors or similar nor in the same division as related Division Directors or Deputy Division Directors or similar.

This policy applies to all current employees and candidates for employment.

Procedure

All candidates for employment will be asked to provide the names of any family members or relatives currently working for Dakota County. Failure to disclose may disqualify the candidate from employment and is grounds for termination.

The hiring supervisor is responsible for ensuring policy compliance. Division and department directors are responsible for monitoring changes in employee reporting relations after initial hire to ensure compliance with this policy. Employees are responsible for immediately reporting any changes regarding family members or relatives to their supervisor or Human Resources.

If any employee, after employment or change in employment, enters into one of the above relationships, one of the affected individuals may be required to seek a transfer or a change in the reporting relationship. Such changes must be approved by Human Resources. If a decision cannot be made by the affected employees within 14 days of reporting, reassignment may be made upon direction of the department director and Human Resources Director.

No exception to this policy will be made without the written consent of the Human Resources Director and County Manager.

History

Version	Revision Date
1.0	

Related Policies

- Policy 3041 Conflict of Interest
- Policy 3101 Candidate Recruitment

Contact

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Approval