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## NEPOTISM

It is our policy to avoid bringing family relationships into the workplace whenever possible. However, on occasion more than one family member may work for this HSWC. The following guidelines will govern these situations:

- Hiring of individuals related to any employee who is employed in an administrative capacity at HSWC is prohibited.
- No staff member will be permitted to participate in the hiring or interview process of a relative.
- When related persons work for HSWC, one relative may not supervise another.
- Related persons will not be involved in evaluating one another's job performance or in making recommendations for salary adjustments, promotions or other budget decisions.
- These guidelines are intended to be applicable to members of the governing Board, Policy Council and members of committees of the Board and Council.
- Hiring of individuals related to any person serving on the Board of Directors or Policy Council is prohibited. However, if the Board / Council member resigns his/her position, the related individual may be hired following the resignation.
- Current employees and any persons related to a current employee may not serve as members of the Board, Policy Council or committees of the Board and Council.

Family Members include:

Wife	Son	Father in Law
Husband	Daughter	Mother in Law
Mother	Step-Parents	Brother in Law
Father	Step-Children	Sister in Law
Brother	Step-Siblings	Son in Law
Sister	Half-Siblings	Daughter in Law