

ANDERSON-COTTONWOOD IRRIGATION DISTRICT

NEPOTISM POLICY

DEFINITIONS

Immediate Family Members include the following:

1. By Blood: Parent, child, grandparent, grandchild, brother, sister, nieces, nephews, uncles, aunts, great grandchildren, great grandparents.
2. By Marriage: Husband, wife, stepparent, stepchild, father-in-law, mother-in-law, brother-in-law, sister-in-law, daughter-in-law, son-in-law, half-sister-, half-brother.
3. By Law: Guardianship relationships and adoptive parent/child relationships.
4. Domestic Partner: Individuals registered with the Human Resources Department and/or the State of California.

Supervisor: An employee with any of the following responsibilities:

- Responsible for, or effectively contributes to, employee's performance appraisal
- Issues low level discipline (oral and documented oral counseling)
- Recommends higher level discipline
- Accountable for employee's time (e.g., schedule and/or timesheet approval)

POLICY

No employee shall appoint, employ or participate in a hiring decision involving any person within his/her immediate family, nor use his/her position to influence another District employee to hire a member of his/her immediate family.

District employees shall not directly or indirectly supervise an immediate family member. Immediate family members shall not be employed in the supervisory-subordinate relationship even if it results from marriage after the employment relation was formed. The supervisor-subordinate relationship shall be interpreted to include all levels of supervisors within the chain of command, not just the immediate supervisor.