

## **ANTI-NEPOTISM**

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Responsibility: Director, Human  
Resources and Payroll Services

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### **POLICY**

The City does not restrict the hiring of relatives, except in situations where there is a potential for conflict.

### **DEFINITIONS**

- *relative* - a parent, grandparent, spouse, fiancée, sibling, and/or child. Any member of the same family by birth, marriage, common-law relationship or adoption.

### **PROCEDURES**

1. Except as noted below, relatives of any employee may be hired to work for the City provided:
  - (a) there is no direct supervision between the relatives, and
  - (b) there is no opportunity to exercise any favouritism.
2. To ensure there is no opportunity to exercise any favouritism, the City will not hire relatives of the City Manager, General Managers or Human Resources staff without prior written approval of the City Manager or in the case of the City Manager, Mayor and Council. Specifics of position duties, duration and status will be considered in the decision.

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City Manager (Original Signed by CC - Interim)