




Inter-Departmental Memorandum

TO: Department/Division Directors

FROM: Tom Motes, Human Resources Director 

DATE: January 7, 2013

SUBJECT: Fraternalization Policy

Purpose

The purpose of this policy is to promote the efficient and effective operation of the County and to avoid misunderstandings, complaints of favoritism and other problems of supervision, security, morale, and possible claims of sexual harassment, hostile work environment and/or any other form of discrimination.

Policy

A. Romantic Relationships

The following is prohibited:

1. direct-report/supervisor romantic relationships, as well as,
2. romantic relationships where one party has the authority or has the authority delegated to them to appoint, employ, promote, demote, transfer, advance, or discipline individuals or recommend to appoint, employ, promote, demote, transfer, advance or discipline individuals.

Should such a romantic relationship develop, it is incumbent upon both parties involved to immediately notify their Department Head in writing via chain of command. Failure to report such a relationship by the parties involved shall grounds for disciplinary action up to and including dismissal.

B. Reassignments

So as not to compromise the respect of subordinate personnel, as well as, the professionalism, integrity and obligations of a supervisor (civilian or sworn), one or both of the involved members will be reassigned. This reassignment is not disciplinary in nature, but rather a constructive step to avoid the appearance of favoritism/partiality or otherwise undermine good order, discipline, authority, or morale.

C. Peer-to-Peer Relationship

In addition, in any peer-to-peer romantic relationship where both parties are assigned to the same shift, section, unit and/or office, it is incumbent upon both parties to notify their Department Head in writing via chain of command. The Department Head will assess the potential for any professional conflict of interest in respect to the current assignments on a case by case basis. Failure to report a peer relationship by the parties involved shall be subject to disciplinary action up to and including dismissal.

Approved by: 
Deputy County Manager

Fraternization Policy

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Signature: _____

Date: _____

Print Name: _____

Employee ID #: _____

Department/Division: _____