

CITY OF SYCAMORE
NEPOTISM POLICY

Purpose: To establish a policy for the employment of immediate relatives of City of Sycamore employees.

Statement of Policy:

It is the City's policy to hire the best qualified candidates for employment. However, it is necessary that the City exercise sound business judgment in the hiring and placement of employees who are closely related, due to the potential for conflicts of interest in the working environment. Decisions regarding the hiring and placement of relatives, domestic partners, and significant others will be made in a non-discriminatory manner, on the basis of business necessity, and in accordance with applicable law. Therefore, immediate relatives of City employees will not be employed in regular full-time or part-time positions where:

1. A relative would have the authority to supervise, appoint, remove, discipline, or evaluate the performance of the other.
2. A relative would be responsible for auditing the work of the other.
3. Circumstances exist which, in the City Manager's estimation, would place the relatives in a situation of actual or reasonably foreseeable conflict between the City's interest and their own.

For purposes of this policy, the term "immediate relative" means spouse, mother, father, sister, brother, child, step-parents, step-children, grandparents, mother-in-law, father-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, aunt, uncle, or first cousin.

Any employment relationship existing among immediate relatives at the time of the adoption of this policy shall not be subject to the restrictions set forth in this policy. Should a relationship involving immediate relatives be established subsequent to the adoption of this policy and a potential conflict arises, the City Manager will endeavor to resolve the conflict on a case-by-case basis by conciliation, transfer, or other appropriate action, taking into consideration the best interest of the City.

This policy shall not apply to the employment of paid-on-call Firefighters, auxiliary Police Officers, any volunteer position with the City, or any employee candidates whose employment falls within the jurisdiction of the Board of Fire and Police Commissioners.

This policy shall be subject to all anti-discrimination requirements and affirmative action obligations as may be applicable to the City under Federal or State laws and regulations, or with respect to particular projects, grants, or contracts funded by other governmental agencies.