Trindel

Insurance Fund

Alpine - Colusa - Del Norte - Lassen - Modoc - Mono - Plumas - San Benito - Sierra - Sutter - Trinity

A Joint Powers Authority Established in 1980

www.trindel.org

Nepotism and Personal Relationships Policy

Trindel Insurance Fund (hereafter referred to as the "Fund"), makes personnel decisions based on merit. To prevent actual, potential, or perceived favoritism, nepotism or preferential treatment, conflicts of interest, and claims under the "No Harassment" policy, managers, supervisors, or other employees in influential positions are prohibited from directly supervising their family members or those with whom they have a close personal relationship. For purposes of this policy, a family member includes your spouse, registered domestic partner, parent, child, child of a registered domestic partner, parent-in-law, or sibling. A person with whom you have a close personal relationship includes anyone with whom you reside, have an intimate or sexual relationship, or have any other relationship that could create actual, potential, or perceived favoritism or a conflict of interest.

If you are unsure whether a relationship falls under this policy, you should contact your supervisor, the Executive Direction or the Executive Committee. Also, any manager or employee involved in a relationship or intending to enter into a relationship that may violate this policy must report the matter to the Executive Director or the Executive Committee. The Fund may reassign or separate one or both employees, in its sole discretion.

While the Fund does not strictly prohibit familial relationships between employees where there is no line of authority or reporting relationship involved, the Fund will take prompt action where such relationships lead to an actual, potential, or perceived conflict of interest. A manager or supervisor who enters into a consensual relationship with any employee must notify the Executive Director or the Executive Committee of the relationship so the Fund can determine whether an actual, potential, or perceived conflict of interest exists. If such a conflict exists, the individuals affected may be subject to re-assignment or separation of employment, depending on the circumstances. Likewise, employees may not be eligible for promotion if a violation of this policy would result.

All employees are expected to comply with the Fund's "No Harassment" policy. If you have questions about whether a personal relationship with someone at work is appropriate or feel a personal relationship is not voluntary or is no longer desired, you should contact the Executive Director or the Executive Committee so the Fund may address the situation.