



## UNIVERSITY OF MANITOBA POLICY

<b>Policy:</b>	<b>NEPOTISM</b>
<b>Effective Date:</b>	January 27, 2009
<b>Revised Date:</b>	
<b>Review Date:</b>	January 27, 2019
<b>Approving Body:</b>	Board of Governors
<b>Authority:</b>	
<b>Responsible Executive Officer:</b>	President deleted to Vice-President (Academic) and the Vice-President (Administration)
<b>Delegate: (If applicable)</b>	
<b>Contact:</b>	Executive Director of Human Resources
<b>Application:</b>	All Employees

### **Part I Reason for Policy**

To ensure that conflicts of interest with respect to employment do not occur in the workplace or are alleviated through a workplace accommodation. In doing so, the focus is to protect the University and its employees from situations in which actual or apparent conflicts of interest might arise from the employment of family members at the University.

### **Part II Policy Statement**

The University permits members of the same immediate family to be employed by the University, even in the same department. Prior approval from the Executive Director of Human Resources or designate must be obtained before entering into any supervisory relationship between immediate family members or participation in the evaluation of a family member's performance or suitability for employment.

### **Part III Accountability**

- 3.1 The University Secretary is responsible for advising the President that a formal review of this Policy and Secondary Documents is required.
- 3.2 The Executive Director of Human Resources is responsible for the communication, administration and interpretation of this Policy.

### **Part IV Secondary Documents**

- 4.1 The Vice-President (Administration) or the President may approve Procedures which are secondary to and comply with this Policy.

### **Part V Review**

- 5.1 Formal Policy reviews will be conducted every ten (10) years. The next scheduled review date for this Policy is January 27, 2019.
- 5.2 In the interim, this Policy may be revised or rescinded if the Board of Governors deems necessary.
- 5.3 If this Policy is revised or rescinded, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:
  - a) comply with the revised Policy; or
  - b) are in turn rescinded.

### **Part VI Effect on Previous Statements**

- 6.1 This Policy supersedes:
  - a) all previous Board/Senate Policies, Procedures, and resolutions on the subject matter herein;
  - b) all previous Administration Policies, Procedures, and directives on the subject matter contained herein; and
  - c) Nepotism (April 1, 2004).

**Part VII**  
**Cross References**

Procedure: Nepotism