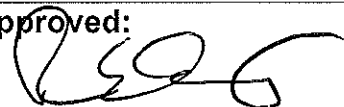




OREGON DEPARTMENT OF FISH AND WILDLIFE POLICY

Human Resources Division

Title:	Family Relationships	HR_450_14
Supersedes:	HR_450_14, dated September 1, 2004	
Applicability:	All employees	
Reference:	ORS 659A.309	
Effective Date:	February 1, 2011	Approved: 

I. PURPOSE

To ensure that selection for employment, promotion, salary advancement, job assignments and performance evaluation is based on merit, rather than family relationships.

II. DEFINITIONS

- A. Family member: Wife, husband, son, daughter, mother, father, brother, brother-in-law, sister, sister-in-law, son-in-law, daughter-in-law, mother-in-law, father-in-law, aunt, uncle, niece, nephew, stepparent or stepchild of the individual.
- B. Line supervision: The authority to hire, transfer, suspend, lay off, recall, promote, discharge, assign work, approve changes in salary, discipline employees or adjust their grievances, or effectively recommend that action in the interest of the department.

III. POLICY

- A. Except as provided below, it is an unlawful employment practice for an employer solely because another member of an individual's family works or has worked for that employer to:
 - 1. Refuse to hire or employ an individual;
 - 2. Bar or discharge from employment an individual; or
 - 3. Discriminate against an individual in compensation or in terms, conditions or privileges of employment.
- B. An employer is not required to hire or employ and is not prohibited from barring or discharging an individual if such action would:
 - 1. Constitute a violation of any law of Oregon or of the United States, or any rule promulgated pursuant thereto, with which the employer is required to comply;
 - 2. Constitute a violation of the conditions of eligibility for receipt by the employer of financial assistance from the government of this state or the United States;

3. Place the individual in a position of exercising supervisory, appointment or grievance adjustment authority over a member of the individual's family or in a position of being subject to such authority which a member of the individual's family exercises; or
 4. Cause the employer to disregard a bona fide occupational requirement reasonably necessary to the normal operation of the employer's business.
- C. Managers and supervisors shall not exercise line supervision over family members. If a family member is being considered for appointment, the hiring manager/supervisor shall make a written request for approval from the Human Resources Division Administrator, in conjunction with the appropriate deputy director, before extending a hire offer.