



MACOMB COUNTY ETHICS BOARD NEPOTISM REVIEW REQUEST

Nepotism shall mean a Public Servant's use of his or her power, authority, or influence to secure employment for friends or Close Relatives.

Pursuant to Sec. 9 of the Macomb County Ethics Ordinance, the Department Head shall have the authority and responsibility for determining if the employment of a Close Relative (as defined in Sec. 4. (5) e.) of a Public Servant creates the potential for adverse impact. This shall be done prior to any final employment decision and also includes the assigning, transferring, or promoting of an employee as well as employees who marry or become members of the same household.

TO BE COMPLETED BY THE ELECTED OFFICIAL/DEPARTMENT HEAD OR DESIGNEE AND SENT TO THE DIRECTOR OF HUMAN RESOURCES AND LABOR RELATIONS FOR REVIEW.

Please () the appropriate box: New Hire Current Employee

Name (Full name)	Name of Close Relative (Full name)
Title	Title
Department	Department
Supervisor	Supervisor
Relationship to Close Relative	

After review of this relationship, in conjunction with the Ethics Ordinance regarding nepotism, it is my opinion that a potential for adverse impact *(if additional space is needed for more details, see bottom of page 2)*:

Please () the appropriate box: DOES EXIST DOES NOT EXIST

Explanation for Decision:

Accommodations or Restrictions (if applicable):

Signed by Elected Official/Department Head or Designee

Elected Official/Department Head or Designee – Typed Name

Date

TO BE COMPLETED BY THE DIRECTOR OF HUMAN RESOURCES AND LABOR RELATIONS:

<input type="checkbox"/>	I concur with the decision of the Department Head without further accommodation(s)/restriction(s).
<input type="checkbox"/>	I do not concur with the decision of the Department Head.
<input type="checkbox"/>	I concur with the decision of the Department Head with further accommodation(s)/restriction(s) stated below:

Department of Human Resources and Labor Relations

Date

TO BE SENT TO THE FOLLOWING AFTER THE REVIEW OF THE DIRECTOR OF HUMAN RESOURCES AND LABOR RELATIONS IS COMPLETE:

- Elected Official/Department Head
- County Executive
- Ethics Board – *Email completed form to ethicsboard@macombgov.org*

Additional space if needed to support opinion on page 1: