



UNIVERSITY SYSTEM  
OF GEORGIA

# Employment of Relatives

## CITATION REFERENCE

<b>OFFICIAL TITLE</b>	POLICY ON NEPOTISM – EMPLOYMENT OF RELATIVES
<b>VOLUME</b>	HUMAN RESOURCES
<b>RESPONSIBLE OFFICE</b>	USG HUMAN RESOURCES OFFICE
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## Policy Statement

The basic criteria for the appointment and promotion of employees in the University System shall be appropriate qualifications and performance as set forth in the policies of the Board of Regents. Relationship by a family or marriage shall constitute neither an advantage nor a disadvantage. (See BOR Policy Manual regarding [Employment of Relatives Policy](#).) No person shall be employed in a position which will result in the existence of a subordinate-superior relationship between such individual and any relative of such individual through any line of authority.

This policy ensures a fair and measured approach to employment of relatives and avoids the conflicts that can arise from nepotism.

## Applicability

All units of the University System of Georgia are covered by this policy.

## Who Should Read This Policy

All employees and candidates for employment are subject to the provisions of this policy. Human Resources staff within the University System of Georgia should be aware of this policy.

## Definitions

These definitions apply to these terms as they are used in this policy:

- **Board of Regents (BOR):** The governing body of the University System of Georgia.
- **Line of authority:** Authority extending vertically through one or more organizational levels of supervision or management.

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- **Nepotism:** The showing of favoritism toward relatives and friends, based upon that relationship, rather than on an objective evaluation of ability, meritocracy or suitability.
- **Relative:** Husbands and wives, parents and children, brothers, sisters, and any in-laws of the foregoing.

### Process and Procedures

No individual shall be employed in a department or unit which will result in the existence of a subordinate-superior relationship between such individual and any relative of such individual through any line of authority. This standard does not apply to the temporary or part-time employment of children under age twenty-five (25), nor to any individual employed as of February 14, 1990, at any institution where a relative of such individual then holds a superior position at least one level of supervision removed from such individual in any line of authority. Exceptions may be approved by the Board of Regents upon recommendation of the Chancellor as being clearly in the best interest of the institution and the University System.

Each institution shall establish procedures to implement and comply with this policy.

### Responsible Parties and Contact Information

Party	Responsibility	Phone/Email/URL
<b>Vice Chancellor for Human Resources, USG</b>	Ensure compliance with policy; provide guidance to institution human resources officers regarding policy.	404-962-3235 <a href="mailto:usg-hr@usg.edu">usg-hr@usg.edu</a>
<b>Institution Chief Human Resources Officers</b>	Ensure managers are aware of this policy; ensure compliance with policy by implementing institutional practices or policy to prevent nepotism.	See University System <a href="#">HR Officer Listing</a>

### Appendices (Internal Documents, Forms and Web Links)

- [USG Policy Manual Section 8](#) (see section 8.2)

### Related Documents and Resources (External)

- None

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