

HARRIS COUNTY HOUSING AUTHORITY

Nepotism Policy

Effective: August 15, 2012

Last Revised: August 15, 2012

STATEMENT OF POLICY

The Harris County Housing Authority (“Authority”) employs individuals based upon professional merit.

A. PURPOSE

This nepotism policy has been established to ensure that all Authority employees are hired based upon their professional qualifications. A violation of this policy may not be defended on the grounds that it was in the best interest of the Authority to hire an individual whose employment violates this policy.

B. DEFINITIONS

- Affinity: A relationship created by marriage.
 - First degree: anyone related by consanguinity to the individual’s spouse within the first or second degrees.
 - Second degree: the spouse of anyone related to the individual by consanguinity within the first or second degrees.
- Child: includes an independent, adult child.
- Consanguinity: A blood relationship between two individuals who share a common ancestor or where one individual is descended from the other.
 - First degree: the individual’s parent or child.
 - Second degree: the individual’s brother, sister, grandparent, or grandchild.
 - Third degree: the individual’s great-grandparent, great-grandchild, aunt who is the sister of a parent, uncle who is a brother of a parent, nephew who is a child of a sibling, or niece who is a child of a sibling.
- Relative: Any person who is related to another within the third degree of consanguinity or the second degree of affinity as defined in this policy. Under this policy, the degree of relationship by half-blood and legal adoption is computed just as though the individuals are related by full blood.
- Supervisory Responsibility: Involvement in the decision making process to hire, fire, promote, discipline, discharge or assign work to a particular employee.

C. NEPOTISM POLICY REQUIREMENTS

The Authority will not employ an individual who is a relative:

- of the Executive Director;
- of his or her supervisor or anyone with supervisory responsibility for his or her supervisor;
- of anyone for whom he or she will have supervisory responsibility; or
- of another employee who works in the same section or department at the Authority.

The Authority may employ a relative of another employee provided the employment does not violate the provisions above.