



*Maryland-National Capital Park Police  
Prince George's County Division*



**DIVISION DIRECTIVE**

TITLE <b>ANTI-NEPOTISM</b>			PROCEDURE NUMBER <b>PG300.1</b>
SECTION <b>Duties and Responsibilities</b>	DISTRIBUTION <b>A</b>	EFFECTIVE DATE <b>09/01/19</b>	REVIEW DATE <b>05/01/21</b>
REPLACES <b>New Directive</b>			
RELATED DIRECTIVES <b>PG300.0</b>	REFERENCES <b>CALEA 26</b>	AUTHORITY <i>S.R. Johnson</i> <b>Chief Stanley R. Johnson</b>	

**I. PURPOSE**

In accordance with M-NCPPC Administrative Procedure 03-03, this Directive outlines the Division's guidelines regarding the employment of Park Police employees, whether sworn or civilian, having a Family, Familial, Same Household, or Romantic Relationship with another Park Police employee, whether sworn or civilian.

**II. POLICY**

It is the policy of this division to employ highly qualified individuals. Persons are not per se disqualified from employment with the Park Police based on their relationship with other Park Police employees; so long as the potential employee is qualified, no supervisory duties exist, and no other conflict of interest is created or exists.

**III. DEFINITIONS**

- A. Family: An individual related to a Commission employee by blood, marriage, adoption, or an individual who is the employee's domestic partner (as qualified under the Commission's Health and Benefits Program).

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- B. **Familial:** Includes but is not limited to parent or stepparent, spouse, brother, stepbrother, sister, stepsister, child or stepchild, spouse's parents, grandparents or spouse's grandparents, legal guardian, or any other individual who meets the definition of "Family" as defined above.
- C. **Romantic Relationship:** For the purposes of this policy, a "romantic relationship" shall be characterized by a level of personal affection and familiarity not typically shared by co-workers in the work environment, and involving (but not limited to) dating, physical intimacy, sexual activity or other similar behavior(s).
- D. **Same Household:** For the purposes of this policy, an employee that resides in the same dwelling as another Park Police employee.
- E. **Nepotism:** The practice of showing favoritism to family and or relatives in appointment, employment, promotion, or advancement by any public official in a position to influence these personnel decisions.
- F. **Direct Supervision:** Includes any of the following responsibilities: assigning work, conducting performance or compensation reviews, approving timecards or expense reports, or making any recommendation affecting the person's employment, compensation, or retention.
- G. **Indirect Supervision:** Includes having a program management, profit, and loss, or budgetary responsibility for the affected group, division, department, or organization.
- H. **Conflicts of interest:** Any situation in which it reasonably appears that a department employee's action, inaction, or decisions are or could be influenced by the employee's Family, Familial, Same Household, or Romantic Relationship with another employee.

## **IV. GUIDELINES**

The Division will use sound judgment in the placement of Family, Familial, Same Household, or officers involved in Romantic Relationships, in accordance with the following guidelines:

- The Department shall exercise due respect for the right of personal associations and privacy of Police Officers.
- A Family, Familial, Romantic, or Same Household relationship between employees is not, in and of itself, inappropriate.

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- Employees that have a Family, Familial, Romantic, or Same Household relationship with another employee are permitted to work in the same division; provided that no direct or indirect supervision occurs. That is, no employee is permitted to work within "the chain of command" for another when one employee's work responsibilities, hours, benefits, promotion, or other terms and conditions of employment, could be impacted or influenced by the other employee.
- When a Family, Familial, Romantic, or Same Household relationship exists or occurs between a supervisor and subordinate ("Supervisor/Subordinate Conflict") who are in the same chain of command, within the same workgroup or same squad, the involved supervisor shall immediately inform his or her Immediate Supervisor.
- The Immediate Supervisor shall then notify the appropriate Section Commander or Manager of the Supervisor/Subordinate Conflict. The Section Commander or Manager shall ensure one or both of the involved employees is immediately reassigned to a position in which the Supervisor/Subordinate Conflict no longer exists.
- All decisions by any supervisor to take action in accordance with this Directive must be fair, objective, impartial, and in the best interests of the agency. Any such actions shall be immediately brought to the attention of the Park Police Division Chief.
- If in the opinion of the Park Police Division Chief, a conflict arises as a result of a Family, Familial, Romantic, or Same Household relationship, in addition to the reassignment by the Division Commander or Manager, the Chief may transfer one or both employees, at the earliest practicable time, and in the best interests of the agency.

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