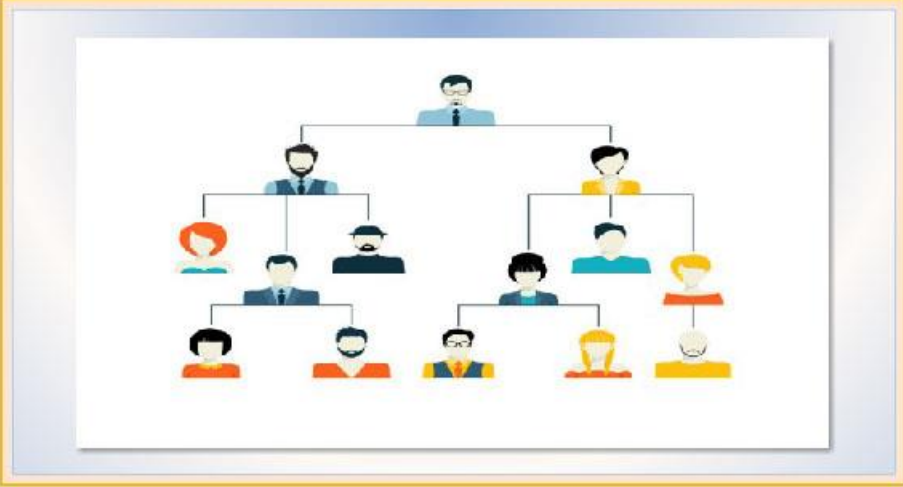




Slide 1 - Slide 1

Nepotism




The diagram shows a hierarchical organizational chart. At the top is a man in a blue suit. He has two direct reports: a man in a blue suit on the left and a man in a yellow shirt on the right. The man in the blue suit has three subordinates: a woman with red hair, a man in a blue suit, and a man with a beard. The man in the yellow shirt has three subordinates: a man in a blue suit, a man in a yellow shirt, and a woman with blonde hair. The man in the blue suit (under the left branch) has two subordinates: a man in a blue suit and a man with a beard. The man in the blue suit (under the right branch) has two subordinates: a man in a blue suit and a man in a yellow shirt. The man in the yellow shirt (under the right branch) has two subordinates: a man in a yellow shirt and a man in a blue suit.

 INDIANA DEPARTMENT OF CHILD SERVICES

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Developed and Presented by the Indiana Child Welfare Education and Training Partnership

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 INDIANA DEPARTMENT OF CHILD SERVICES

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Welcome to the Indiana Department of Child Services training on Nepotism. Developed and presented by the Indiana Child Welfare and Education Training Partnership.

Slide 2 - Slide 2

Course Introduction

This course is designed to

- Provide state employees with an overview of the Nepotism rule for the State of Indiana.

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This course is designed to provide state employees with an overview of the nepotism rule for the State of Indiana

Slide 3 - Slide 3

Course Competencies

At the end of this training, participants will be able to:

- Define Nepotism
- Understand the Nepotism rule for State of Indiana employees

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At the end of this course, participants will be able to

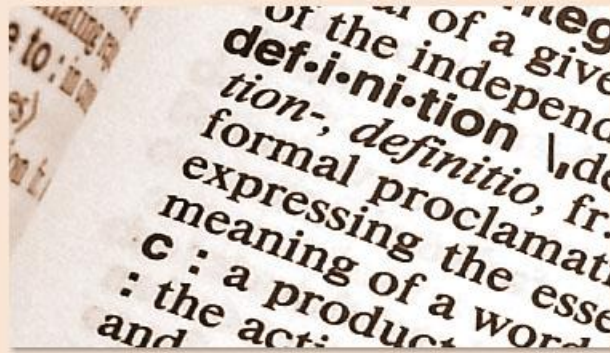
Define nepotism and ;

Understand the Nepotism rule for State of Indiana employees.

Slide 4 - Slide 4

What is Nepotism?

Nepotism is defined as:



Favoritism (as in appointment to a job) based on kinship.

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According to the Merriam-Webster dictionary, nepotism is defined as favoritism as in appointment to a job based on kinship

Slide 5 - Slide 5

Indiana Code IC 36-1-20.2

IC 36-1-20.2-10 Employment of relatives in direct line of supervision is prohibited.

- Individuals who are relatives may not be employed by a unit in a position that results in one (1) relative being in the direct line of supervision of the other relative.

IC 36-1-20.2-8 defines relative as:

- A spouse
- A parent or step-parent
- A child or step-child
- A brother, sister, stepbrother, or stepsister
- A niece or nephew
- An aunt or uncle
- A daughter-in-law or son-in-law

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Indiana Code 36 1 20.2 covers the provisions of the nepotism law.

;

Section 10 states that employment of relatives in direct line of supervision is prohibited.

;

Individuals who are relatives may not be employed by a unit in a position that results in one relative being in the direct line of supervision of the other relative.

;

Section 8 defines relative as: a spouse, ;a parent or stepparent, ;a child or stepchild, ;a brother, sister, stepbrother or stepsister, ;a niece or nephew, ;an aunt or uncle, ;a daughter-in-law or son-in-law. In addition, an adopted child of an individual is treated as a natural child of the individual.

Slide 6 - Slide 6

Indiana Code IC 4-2-6-16

- A. This chapter does not prohibit the continuation of a job assignment that existed on July 1, 2012.
- B. As used in this section, "employed" refers to all employment, including full-time, part-time, temporary, intermittent, or hourly. The term includes service as a state officer or special state appointee.
- C. An individual employed in an agency may not hire a relative.
- D. Except as provided in subsection (e), an individual may not be employed in the same agency in which an individual's relative is the appointing authority.

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Further clarification of Indiana Code and nepotism are as follows:

;

This chapter does not prohibit the continuation of a job assignment that existed on July 1, 2012. As used in this section, "employed" refers to all employment, including full-time, part-time, temporary, intermittent, or hourly. The term includes service as a state officer or special state appointee.

;

An individual employed in an agency may not hire a relative.

;

Except as provided in subsection (e), an individual may not be employed in the same agency in which an individual's relative is the appointing authority.

Slide 7 - Slide 7

Indiana Code IC 4-2-6-16

E. An individual may be employed in the same agency in which the individual's relative is the appointing authority, if the individual has been employed in the same agency for at least twelve (12) consecutive months immediately preceding the date the individual's relative becomes the appointing authority.

F. Except as provided in subsection (e), an individual may not be placed in a relative's direct line of supervision.

G. An individual employed in an agency may not contract with or supervise the work of a business entity of which a relative is a partner, executive officer, or sole proprietor.

H. Any person within an agency who knowingly participates in a violation of this chapter is subject to the penalties set forth in section 12 of this chapter.

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An individual may be employed in the same agency in which the individual's relative is the appointing authority, if the individual has been employed in the same agency for at least twelve consecutive months immediately preceding the date the individual's relative becomes the appointing authority.

;

Except as provided in subsection (e), an individual may not be placed in a relative's direct line of supervision.

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An individual employed in an agency may not contract with or supervise the work of a business entity of which a relative is a partner, executive officer, or sole proprietor.

;

Any person within an agency who knowingly participates in a violation of this chapter is subject to the penalties set forth in section 12 of this chapter.

Slide 8 - Slide 8

Examples:

1. You are a Regional Manager for DCS. Case Managers report to the Case Manager Supervisor in their local offices. Case Manager Supervisors report to their local Office Directors, who in turn report to you. Your relative cannot be a Case Manager, and in your line of supervision, in an office in your region.

2. A position recently opened up at your agency, and you are in the process of reviewing resumes and conducting interviews to staff the opening. The supervisor to whom this new hire will be reporting contacts you and tells you she would like for you to hire her son-in-law for this position. You may not hire the son-in-law for this position since doing so would violate subsection (f) of the Nepotism rule, and you could be subject to sanctions for participating in this violation.

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Here are two examples of where the Nepotism rule would be applied.

;

Example one: You are a Regional Manager for DCS. Case Managers report to the Case Manager Supervisor in their local offices. Case Manager Supervisors report to their local Office Directors, who in turn report to you. Your relative cannot be a Case Manager, and in your line of supervision, in an office in your region.

;

Example two: A position recently opened up at your agency, and you are in the process of reviewing resumes and conducting interviews to staff the opening. The supervisor to whom this new hire will be reporting contacts you and tells you she would like for you to hire her son-in-law for this position. You may not hire the son-in-law for this position since doing so would violate subsection (f) of the Nepotism rule, and you could be subject to sanctions for participating in this violation.

Slide 9 - Slide 9

Summary of Key Points

- Nepotism is defined as favoritism (as in appointment of a job) based on kinship.
- IC 36-1-20.2 provides detailed information regarding the Nepotism rule for State of Indiana employees.
 - Section 10. Employment of relatives in direct line of supervision is prohibited.

For additional information please visit Indiana Office of
Inspector General Nepotism Rule

<https://www.in.gov/ig/2339.htm>

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Let's review some of the key points in this course.

;

Nepotism is defined as favoritism as in appointment of a job based on kinship.

;

Indiana Code 36 1 20.2 provides detailed information regarding the Nepotism rule for State of Indiana employees.

Indiana Code 36 1 20.2 section 10 states that employment of relatives in direct line of supervision is prohibited.

;

For additional information please visit the Indiana Office of Inspector General Nepotism Rule at the website below.

Slide 10 - Slide 10

Ethics Training Reminder

The Taking Ethics Training is required within six weeks of your date of hire or appointment and every two years thereafter to satisfy your obligation under the Code of Ethics.

The Taking Ethics Training link below provides step-by-step directions for you to complete training and can be opened in another window for you to use as a resource as you progress through the training module.

[State of Indiana Ethics Training](#)

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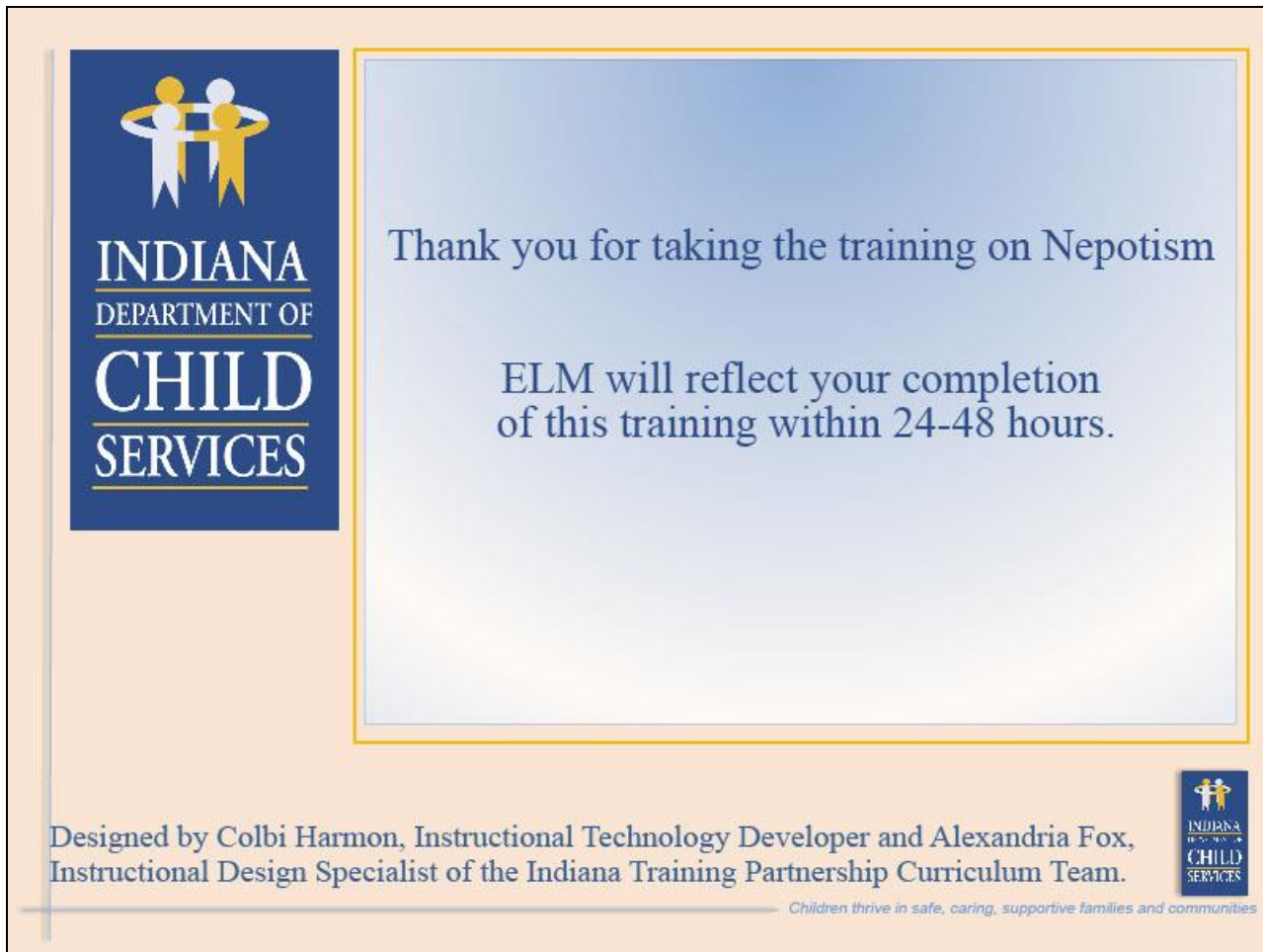


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The *Taking Ethics Training* is required within six weeks of your date of hire or appointment and every two years thereafter to satisfy your obligation under the Code of Ethics. The *Taking Ethics Training* link below provides step-by-step directions for you to complete training and can be opened in another window for you to use as a resource as you progress through the training module.

Slide 11 - Slide 11

The slide features a large blue logo on the left for the Indiana Department of Child Services, which includes a stylized graphic of two figures holding hands. The main content area is a light blue rectangle with a yellow border containing the text: "Thank you for taking the training on Nepotism" and "ELM will reflect your completion of this training within 24-48 hours." At the bottom left, there is a credit line: "Designed by Colbi Harmon, Instructional Technology Developer and Alexandria Fox, Instructional Design Specialist of the Indiana Training Partnership Curriculum Team." At the bottom right, there is a small version of the Indiana Department of Child Services logo and the tagline "Children thrive in safe, caring, supportive families and communities".

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Thank you for taking the training on Nepotism

ELM will reflect your completion
of this training within 24-48 hours.

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Thank you for taking the training on Nepotism. ELM will reflect your completion of this training within 24 to 48 hours.