



**ROCHESTER LAND BANK CORPORATION
ANTI-NEPOTISM POLICY**

For the purpose of this Anti-Nepotism Policy, individuals who are paid employees of the Rochester Land Bank Corporation (“Land Bank”) shall be considered “employees.” The term “employee” shall not include directors, vendors, service providers or other independent contractors, nor shall the term “employee” include City of Rochester employees providing services to the Land Bank.

At the time of adoption of this Anti-Nepotism Policy, the Land Bank does not have any employees. The Executive Director is a City of Rochester employee compensated by the City of Rochester. The Corporation Counsel of the City of Rochester is Counsel to the Corporation and may assign municipal attorneys to advise and represent the Corporation. Neither the Corporation Counsel nor any such municipal attorney(s) are employees of the Rochester Land Bank Corporation.

This policy is adopted to apply at such time as the Land Bank may hire employee(s).

The Land Banks welcomes applications for employment from members of current employees’ family; such applicants will be considered for employment on the basis of their qualifications. However, with respect to non-bargaining unit positions, immediate family members ordinarily will not be hired if employment would create a direct or indirect supervisor/subordinate relationship between immediate family members.

Similarly, employees may not be assigned, transferred, or promoted to a position if it will create a direct or indirect supervisor/subordinate relationship between immediate family members or if it will create an actual conflict of interest or the appearance of a conflict of interest.

For purposes of this policy, immediate family includes: spouse, partner, parent, child, sibling, in-law with respect to each of these categories, aunt, uncle, niece, grandparent, grandchild, and members of household. It also includes individuals in a romantic relationship.

Employees are required to disclose an immediate family relationship with anyone who is in their direct or indirect supervisor/subordinate chain. Employees who comply with this requirement will be asked to complete a conflict of interest disclosure statement.

Employees who become immediate family members as defined above after being hired or placed in a position may continue that employment as long as it does not involve any conditions cited above.

If one of the conditions outlined should occur, attempts will be made to adjust the working environment to avoid these conditions. If adjustments cannot be made to the satisfaction of the Land Bank, one or both of the individuals may be subject to reassignment or termination.

Policies applicable to bargaining unit employees are contained in the relevant collective bargaining agreements.

This policy applies to all employees hired, promoted, or transferred after July 1, 2015.