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| HB-105  | Employees Handbook   |  |                            |              |
|  | <p style="text-align: center;"><b>Cumberland Road Fire<br/>Department Inc.</b></p> |  | Approved By                |              |
|   |  |  | Steven Parrish, Fire Chief |              |
|   | <p style="text-align: center;">Hiring of Relatives</p>                             |  | Effective Date             | Revised Date |
| 7/21/1999   |  |  | 1-5-2015                   |              |

The employment of relatives or individuals involved in a dating relationship in the same area of an organization may cause serious conflicts and problems with favoritism and employee morale. In addition to claims of partiality in treatment at work, personal conflicts from outside the work environment can be carried over into day-to-day working relationships.

For purposes of this policy, a relative is any person who is related by blood or marriage, or whose relationship with the employee is similar to that of persons who are related by blood or marriage. A dating relationship is defined as a relationship that may be reasonably expected to lead to the formation of a consensual "romantic" or sexual relationship.

Although Cumberland Road Fire Department has no prohibition against employing relatives of current employees or individuals involved in a dating relationship, we are committed to monitoring situations in which such relationships exist in the same area. In case of actual or potential problems, Cumberland Road Fire Department will take prompt action. This can include reassignment or, if necessary, termination of employment for one or both of the individuals involved.