

GWA shall permit the employment of qualified relatives of employees so long as such employment does not create actual or perceived conflicts of interest. For purposes of this policy, “relative” is a spouse, parent, sibling, grandparent, grandchild, or corresponding in-law or “step” relation. GWA will exercise sound business judgment in the placement of related employees in accordance with the following guidelines: Individuals who are relatives are permitted to work at GWA provided no direct reporting or supervisory/management relationship exists. That is, no employee is permitted to work within the “chain of command” of a relative such that one relative’s duties, responsibilities, salary, or career progress could be influenced by the other relative.

GWA recognizes its responsibility to provide guidelines on romantic and sexual relationships with other employees and to caution employees about the potential problems posed by such relationships. These problems include conflicts of interest, interference with the productivity of co-workers, and potential charges of sexual harassment. They can be particularly serious in situations in which one person has a position of authority over the other, such as in a supervisor subordinate relationship.

- GWA strongly discourages supervisors and managers from engaging in romantic or sexual relationships with subordinates and requires the supervisor or manager to disclose the existence of such a relationship. Additionally, supervisors and managers are required to take steps to resolve any actual or potential conflict of interest or impropriety created by the relationship.
- All employees must avoid romantic or sexual relationships with other employees that create conflicts of interest, potential charges of sexual harassment, or discord or distractions that interfere with other employees' productivity.
- Any romantic relationship between a supervisor and subordinate employee must be disclosed by the supervisor to the administration and/or Board. The administration and/or Board must assess the situation and make a recommendation to resolve any actual or potential conflict of interest or impropriety created by the relationship. The recommendation can require the dating couple to determine which partner will resign.
- Failure to make required disclosures or comply with a recommendation to resolve a conflict with this policy can result in disciplinary action up to and including termination.

This policy applies to all categories of employment, including regular, temporary, and part-time classifications.