

**NOVA SOUTHEASTERN UNIVERSITY
OFFICE OF SPONSORED PROGRAMS
POLICIES AND PROCEDURES**

**COMPLIANCE / AWARD ACCEPTANCE
APPOINTMENT OF RELATIVES/NEPOTISM
EFFECTIVE 12-01-08, REVISED 12-26-2014
POLICY #19
PAGE 1 OF 1**

PURPOSE:

To establish a policy and procedure to avoid the possibility or appearance of favoritism based on familial relationships or nepotism.

DEFINITIONS:

Please refer to Employee Policy Manual Policy No. 23 - *Nepotism* located at <http://www.nova.edu/hr/policies/nepotism.html>.

POLICY:

Requirements and restrictions associated with the employment, appointment or promotion of an individual who is related by blood or marriage to an existing university employee is addressed in the university's policy on Nepotism, located in the OHR Employee Policy Manual (Policy No. 23), which applies consistently to all individuals at the university including those working on sponsored projects. Employment, appointment and promotion of all individuals at the university who are working on sponsored projects will be based solely on appropriate qualification and performance standards that are consistently applied, in accordance with Office and Human Resources (OHR) policies and procedures.

REFERENCES:

NSU Office of Human Resources Employee Policy Manual, Policy No. 23, <http://www.nova.edu/hr/policies/nepotism.html>

PROCEDURES:

Please refer to procedures identified in the Employee Policy Manual Policy No. 23 - *Nepotism* located at <http://www.nova.edu/hr/policies/nepotism.html>.