



## LINCOLN POLICE DEPARTMENT GENERAL ORDERS

**NUMBER:** 1280  
**TOPIC:** NEPOTISM  
**ISSUED BY:** JEFF BLIEMEISTER, CHIEF OF POLICE  
**DATE:** 1-1-2018  
**SUPERSEDES:** G.O.1280, 2016  
**REFERENCE:** G.O. 1420, LMC 2.76.355

### I. POLICY

The Lincoln Police Department endeavors to ensure effective supervision, safety, security, performance, and discipline while maintaining positive morale by avoiding actual or perceived favoritism, discrimination or other actual or potential conflicts of interest by or between members of the department. Members of the department who are directly related shall not be in their immediate family's chain of command.

### II. PROCEDURE

#### A. Definition

1. Immediate family member shall mean husband, wife, child, father, mother, sister, brother, father-in-law, and mother-in-law.

#### B. Guidelines

1. An employee is prohibited from occupying a position in the chain of command or being directly or indirectly supervised by an immediate family member.
  - a. An employee who is an immediate family member of a supervisor can work on the same team/unit, but not on the same shift or have overlapping hours. They can work on the same shift but not on the same team/unit.
  - b. An employee who is an immediate family member of a captain or unit head cannot be on the same team or unit.
  - c. An employee who is an immediate family member of a duty commander cannot work on the same shift nor have overlapping hours when the duty commander may directly or indirectly supervise the employee. They can work on another shift.
  - d. An immediate family member cannot be in the direct chain of command of the chief of police or assistant chief of police.

2. An employee who has a change of family status that creates an actual or potential violation of this policy shall notify, in writing, the chief of police or their designate within 24 hours. This allows the department to:
  - a. Obtain approval from the mayor per LMC 2.76.355.
  - b. Order a reassignment of the work schedule.
3. If only conflicting assignments are available during the bid process, the chief of police or his designate will assign one of the employees to a non-conflicting assignment.
4. Off-duty jobs/assignments are also subject to this General Order.
  - a. Immediate family members are prohibited from working together in an off-duty capacity when their expected duties create a supervisory/subordinate relationship.
  - b. Employees working off-duty, who are immediate family members of employees working on-duty, should consider potential conflicts that may arise.
5. Supervisor's Responsibility. Upon being notified of, or otherwise becoming aware of any circumstance that could result in or constitute an actual or potential violation of this policy, a supervisor shall take all reasonable steps to promptly mitigate or avoid such violations whenever possible. Supervisors shall also promptly notify the chief of police, or their designate, of such actual or potential violations.
6. Employees will not make recommendations as to hiring, discipline, promotion, evaluation or other areas where a conflict of interest may exist involving an immediate family member.

7. A newly hired employee whose immediate family was employed by the City when the new employee was hired is required to file a written disclosure with the City Clerk.