



DATING POLICY

Emery County strongly believes that a work environment where employees maintain clear boundaries between employee personal and work interactions is most effective for conducting business and enhancing productivity. Although this policy does not prevent the development of friendships or romantic relationships between co-workers, it does establish boundaries as to how relationships are conducted during working hours and within the working environment.

Individuals in supervisory or managerial roles, and those with authority over others' terms and conditions of employment, are subject to more stringent requirements under this policy due to their status as role models, their access to sensitive information, and their ability to affect the terms and conditions of employment of individuals in subordinate positions.

Guidelines

1. During working time and in working areas, employees are expected to conduct themselves in a professional manner so as to not interfere with others or with overall productivity.
2. During nonworking time, such as lunches, breaks, and before and after work periods, employees engaging in personal exchanges in non-work areas should observe an appropriate professional demeanor to avoid offending other workers or putting others in an uncomfortable position.
3. Employees are strictly prohibited from engaging in physical contact that would in any way be deemed inappropriate by a reasonable person while anywhere on County property, while representing the County, or while in County vehicles, whether during working hours or not.
4. Employees who allow personal relationships with co-workers to adversely affect the work environment will be subject to the appropriate provisions of the County's

disciplinary policy. Failure to change behavior and maintain expected work responsibilities is viewed as a serious disciplinary matter.

5. Employee off-duty conduct is generally regarded as private, as long as such conduct does not create problems within the workplace. An exception to this principle, however, is romantic or sexual relationships between supervisors and subordinates. Any person having supervisory or management authority over any other employee, no matter how remote, is prohibited from having any romantic or sexual relationship with any subordinate.
6. Any supervisor, manager, appointed official, or other County official in a sensitive or influential position with Emery County must disclose the existence of a romantic or sexual relationship with any co-worker. Disclosure may be made to the immediate supervisor or the Personnel Director. If disclosure is made to the immediate supervisor, the supervisor must immediately notify the Personnel Director. This disclosure will enable Emery County to determine whether any conflict of interest exists because of the relative positions of the individuals involved.
7. With regard to Paragraph 6, when a conflict-of-interest problem or potential risk is identified, Emery County will work with the parties involved to consider options for resolving the problem. If no reasonable alternative is available or one or both parties refuse to accept a reasonable solution, the parties will have the option of discontinuing the relationship or resigning their employment with the County.
8. Failure to cooperate with Emery County to resolve a conflict or problem caused by a romantic or sexual relationship between co-workers or among managers, supervisors, or others in positions of authority over another employee may be deemed insubordination and cause for immediate discipline, including termination.
9. Where doubts exist as to the specific meaning of the terms used above, employees should make judgments on the basis of the overall spirit and intent of this policy.
10. Any concerns about the administration of this policy should be addressed to the Personnel Director.