

DRPA-10-048
New Business: August 18, 2010
Board Date: August 18, 2010
Revising the Authority's
Policy and Procedure
Manual Series No. 163 to
Prohibit the Employment of
Relatives of Commissioners,
Officers and employees

RESOLUTION

RESOLVED: That the Board adopt the amendment to the Authority's Policy & Procedures Manual Series No. 163, regarding the employment of relatives of employees of the Authority, to provide for the prohibition of the employment of relatives of all Commissioners, Officers and employees.

SUMMARY:

Amount:	N/A
Source of Funds:	N/A
Capital Project #:	N/A
Operating Budget:	N/A
Master Plan Status:	N/A
Other Fund Sources:	N/A
Duration of Contract:	N/A
Other Parties Involved:	N/A

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SCOPE

Defines policy and procedure governing the employment of relatives of all employees and Board Members of the Delaware River Port Authority and Port Authority Transit Corporation (collectively the Authority).

POLICY

Commencing August __, 2010, no relative of any Commissioner, Officer or employee shall be offered employment by the Authority. This prohibition shall not require termination of any employee hired before August __, 2010.

For the purposes of this policy “relative” means spouse, parent, parent-in-law, child, brother, sister, aunt, uncle, niece, nephew, grandparent, grandchild, son-in-law, daughter-in-law, stepparent, stepchild, stepsiblings, half siblings, whether related by blood marriage or adoption, “significant other” or any person residing within the same household of a Commissioner, Officer or employee.

Employees who are not related but subsequently become related while employed, either by marriage or by residing within the same household, may both continue to be employed. If in the opinion of the Authority, a conflict or the appearance of a conflict arises as a result of the changed relationship, one of the employees may be transferred to another department at the earliest practical time or if such transfer is not practicable or feasible, one of the employees will be asked to leave at the discretion of the Authority. In no event may any employee supervise or be supervised by any employee to whom he or she is related. The provisions hereof shall not be interpreted as replacing or altering any existing disciplinary processes of the Authority.

The Human Resource Services Department shall carefully screen all applicants for employment to ensure that their hiring will not violate the provisions of this policy.

This policy shall operate prospectively with respect to the retention of current employees whose employment would otherwise be in violation of this policy. However, all other aspects of this policy shall apply to such employees.