

*Township of Manalapan, NJ
Friday, August 27, 2021*

Chapter 30. Personnel Policies

Article XII. Nepotism Policy

§ 30-52. Definitions.

As used in this article, the following terms shall have the meanings indicated:

ELECTED OFFICIAL

Persons holding the position of Mayor or Township Committee Member.

RELATED PERSONS

Includes spouses, parents/children, siblings (including step- and half-siblings), grandparents/grandchildren, parents-in-law, sons-/daughters-in-law, sisters-/brothers-in-law, first cousins and aunts or uncles/nieces or nephews.

SUPERVISOR

Any employee of the Township having supervisory duties and powers over another employee or employees within the respective department of the Township.

§ 30-53. Applicability.

- A. The prohibitions set forth in this article shall apply solely to paid employee positions in the Township of Manalapan.
- B. This article shall not apply to unpaid appointments to the various boards, commissions, committees and authorities of the Township.
- C. This article and the prohibition against certain hiring contained herein shall be applied prospectively only from the effective date of its enactment and shall not in any way be construed to prohibit or make unlawful any current employment relationship or the hiring or promotion of any person currently employed by the Township of Manalapan as of the effective date of this article which may technically be violative of the terms hereof but for its prospective application.
- D. For purposes of interpreting this exception, persons appointed to positions of employment with the Township for a set term shall be considered current employees, notwithstanding the fact that the term may have ended. Such persons holding positions of employment with the Township under a set term may be hired to any position in the Township, rehired, reappointed or promoted, as may be the case, without violating this article.
- E. The prohibitions and restrictions contained in § 30-54A, B and C shall not apply in the case of seasonal part-time employment.

§ 30-54. Restriction in hiring and promoting employees.

The following restrictions shall apply in the hiring and promotion of employees to the employment positions for the Township of Manalapan:

- A. Elected officials. No related persons of elected officials (as defined herein) shall be considered for employment by the Township of Manalapan.
- B. Supervision. No related persons (as defined herein) shall be considered for employment by the Township of Manalapan or hired to a position of employment with the Township where that person will be the supervisor of or be supervised by another related person who is an existing employee within the same department.
- C. Departments. No related persons (as defined herein) shall be considered for employment by the Township of Manalapan or hired to a position of employment with the Township where that person will be employed in the same department as an existing employee within the same department.
- D. Promotion of existing employees. No supervisor in a department may participate in the promotion process or hiring process in that department of any existing employee who is a related person of such supervisor. Such supervisor shall abstain from participation in such personnel action as it applies to such related person.