



Archdiocese of Regina
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POLICY

ARCHDIOCESE OF REGINA			
Policy Name:	Employment of Relatives	Number:	S3-8
Policy Type:	Conditions of Employment	Date Approved:	February 2017
References:	<i>Archdiocese of Edmonton</i>	Date Revised:	February 2019

Policy Statement: The Archdiocese of Regina believes in fair and equitable employment standards and practices. It is important that several factors be considered before a decision is made to offer employment to a person who is a relative of a current employee of the Archdiocese. Prior to a hiring decision being made of a relative, full disclosure must occur of the familial relationship. Discussions with superiors shall occur.

Definition: For the purposes of this policy, a 'relative' is a spouse, parent, child, stepchild, sibling, in-law, grandparent, niece, nephew, aunt, uncle or cousins.

Procedure:

- a) A relative being considered for employment must meet the requirements and qualifications for the position.
- b) Any employment interviews of the applicant shall not be conducted solely by the relative.
- c) In order to avoid conflict of interest or favouritism, it is strongly recommended that the relative not provide supervision to or be supervised by a relative.
- d) If a relative relationship occurs during the course of employment, the matter is to be reviewed in consultation with the Administrative Council of the Archdiocese of Regina or designates.

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