

Professional Services:

Hiring or Contracting of a Family Member:

The employment or contracting for service of relatives in the same department or area of an organization may cause conflicts and serve as the basis for complaints concerning disparate treatment and favoritism as well as violations of the State Code of Ethics.

Payment for professional services can only be made to suppliers who are relatives of state employees after there is a fair and open process to meet the ethics requirements

Please be sure to familiarize yourself with the University's policy before hiring a vendor: [Policy on Employment and Contracting for Service of Relative](#)

Per the policy, no UConn/UConn Health employee may be the direct supervisor of or take any action which would affect the financial interests of one's relative. This may include decisions regarding:



This policy would also prohibit a UConn/UConn Health employee from participating in any other employment action, including serving on a search committee acting on a relative's application, or otherwise acting on behalf of a relative except as noted in the procedures. Additionally, no employee may use their position to influence an employment action of a non-relative if such action would benefit their relative.

Who is considered a "relative" under the policy	What if there is a potential conflict?
For purposes of this policy, <i>relative</i> is defined as: spouse, child, step-child, child's spouse, parent, brother, sister, brother-in-law, sister-in-law, dependent relative or a relative domiciled in the employee's household.	Under the procedures of the Policy, employees are required to complete a Conflict of Interest (COI) Disclosure Form prior to taking any action that may present the conflict. The COI form is designed to assist employees with disclosing potential or actual conflict of interest as well as document any mitigation action put in place to resolve the conflict.

Former State Employees:

UConn employees are prohibited for a period of 1 year following their separation of employment from engaging with UConn on a paid basis as a supplier. These individuals may be paid on special payroll.

Current State Employees:

Can potentially be paid via payroll