Saint Paul's Outreach®
CATHOLIC FAITH ALIVE ON CAMPUS

Familial Relationship Agreement

We, the undersigned employees, acknowledge there is a familial relationship.

_____ & _____

We acknowledge that Saint Paul's Outreach is committed to providing a workplace that is free of harassment, discrimination, conflicts of interest, and favoritism, and that Saint Paul's Outreach will not tolerate unwelcome or offensive conduct, conduct that creates a hostile work environment, or sexual harassment. We have read and understand Saint Paul's Outreach anti-discrimination and equal employment opportunity policies.

We understand and agree as follows:

The familial relationship will not impact the workplace in any negative manner.

- If applicable: Neither employee will seek or accept a direct supervisory or reporting relationship with the other.
- If applicable: [Employee in supervisory position] will not participate in any discussions or decisions related to the terms of [subordinate employee's] employment, including those related to assignments, evaluations, discipline or discharge, compensation, scheduling, promotion or demotion, and development.
- The employees will not engage in conduct that could reasonably be regarded by co-workers as favoritism.
- The employees will behave professionally toward each other at all times.
- The employees will not engage in personal, family discussions in the workplace or at work-related functions.
- The employees will continue to comply with Saint Paul's Outreach policies.
- The employees will not bring in any other staff, colleagues or leadership into family disputes or situations that would otherwise not normally be brought in through the normal course of business.
- The employees understand that if the familial relationship becomes an issue, the employees will be bound by the disciplinary action outlined in the employee handbook.
- If applicable: Any dispute arising from the social relationship or this agreement will be resolved through arbitration.

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Type of Relationship:

Peer to Peer _____ Supervisory/Reporting _____ Student/Leader _____

Other: _____

This agreement is confidential and intended not to invade employees' privacy but to affirm that both employees have received and agree to comply with all relevant policies.

Signed:

_____ _____

(Employee Signature) (Date)

_____ _____

(Employee Printed Name) (Date)

_____ _____

(Employee Signature) (Date)

_____ _____

(Employee Printed Name) (Date)

_____ _____

(Executive Leadership Signature) (Date)

_____ _____

(Executive Leadership Printed Name) (Date)