



3-1000: Personal Relationships Policy Receipt and Acknowledgment

I understand that Weber County strives to provide a work environment that is collegial, respectful, and productive. To facilitate this, the County strongly believes it is necessary for employees to maintain clear boundaries between personal and business interactions. The County has no desire to govern employees' consensual personal relationships; however, when those relationships involve co-workers, they can, in some cases, lead to an actual or perceived conflict of interest, favoritism, harassment, sexual harassment, workplace conflict, workplace violence, or bias that provides grounds for complaints. Therefore, this policy establishes rules for personal relationships between employees, including supervisory personnel, in an attempt to prevent problems and maintain a collegial, respectful, and productive work environment. It is the policy of Weber County to require disclosure of personal relationships between employees, in order to prohibit personal relationships between employees in the same division, and to prohibit situations that create a conflict of interest due to a personal relationship.

By signing I acknowledge I have read and understand Policy 3-1000: Personal Relationships, and if applicable, I have disclosed my personal relationship below. I understand that if a new personal relationship develops it is my responsibility and obligation to disclose the existence of the relationship immediately to a supervisor, department director, or human resources.

To view this policy: http://www.webercountyutah.gov/HR/policies/CCE06302020_0001.pdf

Printed Employee Name

Employee Signature

Date

[Employee A Name] _____, and [Employee B Name] _____,
hereby notify Weber County that we have entered into a personal relationship.

We work in the same division: Yes ☐ No ☐

I understand and agree to the following:

- Our personal relationship is voluntary and consensual.
- Neither of us supervises the other, nor will we be permitted to in the future.
- If the personal relationship should end, I agree that I shall not allow the end of this relationship to negatively impact my job performance.
- I will act professionally in the workplace without public display of affection.
- I understand that if I violate the provisions of the Policy 3-1000: Personal Relationships, Weber County will pursue options for resolving the violation, as noted in Policy 3-1000: III. B. 5 and 6.

Employee Signature

Date