

<p style="text-align: center;">TOWNSHIP OF VERONA COUNTY OF ESSEX, NEW JERSEY</p>  <p style="text-align: center;"><i>POLICIES AND PROCEDURES</i></p>	Policy Title:	Relationships at Work
	Policy Reference No:	8-14
	Release Date:	16-December-2020
	Approved By:	Matthew Cavallo, Township Manager
	Authority:	§ 36-1 (C)
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	Applicability:	All Employees

Consensual romantic and/or sexual relationships at work are permitted under certain circumstances. Generally, as long as a consensual romantic or sexual relationship does not interfere with your work, your co-workers' work, and/or business demands and expectations, it is permitted. Notwithstanding, we do not permit a supervisor level employee and a subordinate to engage in romantic/sexual relationships with one another. If such a relationship should develop, both parties are required to report the existence of the relationship to the Township Manager.

While we generally permit romantic/sexual relationships among co-workers (again, but not among supervisor and subordinates), they are strongly discouraged. It is essential to understand that consenting romantic and sexual relationships between co-workers may lead to unforeseen complications. Should the existence of such a relationship in any way affect the harmony of the workplace or productivity as determined by the municipality, the Township may take any action which it deems appropriate, including but not limited to, reassigning one or both of the individuals, or adjusting their schedules. The operation of our municipal business must come first. We urge employees to consider this policy before entering into a personal relationship with any co-worker.

Any employee who violates this policy will be subject to disciplinary action, up to and including discharge. The Township regards a violation of this policy as particularly serious because such workplace relationships can cause favoritism, discrimination, unfair treatment or other interference with municipal operations.

For the purposes of this policy, a supervisor/subordinate status means a situation where one employee, irrespective of job title, makes or has the authority to make decisions or to take action concerning another employee's compensation, promotion, demotion, discipline, daily tasks, or any other terms, conditions or privileges of employment with the Township.

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Revision No.	Revision Date	Nature of Revision	Approved By