



CITY OF BEND

Workplace Relationships

Policy No. HR-0504

City Manager Administrative Policy

Bend Code Chapter 1.30.005 provides for 'City Manager Authority to Adopt Administrative Regulations, Policies and Guidelines.' All regulations, policies and guidelines adopted by the City Manager shall be consistent with the City of Bend Charter, the Bend Code, and Council ordinances.

The following policy conforms to the above stated standards.

Authorized by City Manager:

Signed by:

A handwritten signature of Eric King.

E252C840057E4D8...

Eric King, City Manager

Reviewed by Legal Counsel:

Signed by:

A handwritten signature of Ian Leitheiser.

392FD2178C27458...

Ian Leitheiser, City Attorney

Dated: 12/30/2025

Dated: 12/30/2025

Policy No. HR-0504

Adopted: 12/30/2025

Owner: Human Resources

Revised:

Revision No.

I. Purpose

To outline rules and expectations related to familial and romantic/intimate relationships in the workplace to avoid favoritism or the appearance of favoritism in employment decisions and other aspects of City business.

II. Policy Statement

Employees involved in employment activities, including the recruitment and selection process, may not show favoritism in decisions toward applicants or employees because of a romantic or familial relationship. Employees should consider and disclose how familial and romantic or intimate relationships in the workplace could impact City business.

III. Scope

All City employees.

IV. Definitions

Employment Activities: Activities, decisions, or recommendations related to hiring, supervision, performance evaluation, discipline, grievance response, or any other action that may impact an individual's employment or in violation of state or federal law.

Familial Relationship: Parent, child, sibling, grandparent, grandchild, sibling's child, first cousin, or current or former spouse/partner in a marriage, partnership, or civil union regardless of sex or gender. Includes relationships through marriage (parent, child, or sibling-in-law) or adoption and individuals residing in the employee's home.

Romantic or Intimate Relationship: Relationship between employees who are dating, cohabitating, partnered, or married.

V. Policy Terms & Provisions

A. Relationships, Employment Activities, and Impacts on City Business

1. Employees may not directly or indirectly participate in employment activities related to other employees with whom they are involved in a familial relationship or a romantic or intimate relationship.
2. If a situation occurs creating a supervisory relationship, or similarly influential authority outside of direct supervision, between employees with a familial relationship or a romantic or intimate relationship, the employees involved should inform their direct supervisor and Department Head to begin conversations about how to address any impacts on City business, potentially including reassignment.

3. Even in the absence of a supervisory relationship or other similarly influential authority outside of direct supervision, employees with a familial relationship or a romantic or intimate relationship should consider potential impacts to City business and are encouraged to disclose and seek guidance from their respective supervisors or Human Resources to proactively address any concerns that could arise.
4. The Department Head will work with Human Resources to identify potential options, which could include alternative assignment options.
5. The City reserves the right to determine whether the identified options, including reassignment, are feasible and in the City's interest. In a case where the City determines there are no feasible options, the City may require that an employee resign their employment.

B. Recruitment and Selection

1. Employees may not participate in any aspect of the recruitment and selection process when an applicant or hiring manager with whom they are involved in a romantic or familial relationship is also part of the process.
2. Employees must disclose as soon as they are aware when a conflict exists and promptly remove themselves from the recruitment and selection process.



Language Assistance Services & Accommodation Information for People with Disabilities

You can obtain this information in alternate formats such as Braille, electronic format, etc. Free language assistance services are also available. Please contact Human Resources at hr@bendoregon.gov or 541-388-5507. Relay Users Dial 7-1-1.



Servicios de asistencia lingüística e información sobre alojamiento para personas con discapacidad

Puede obtener esta información en formatos alternativos como Braille, formato electrónico, etc. También disponemos de servicios gratuitos de asistencia lingüística. Póngase en contacto con Human Resources en hr@bendoregon.gov o 541-388-5507. Los usuarios del servicio de retransmisión deben marcar el 7-1-1.