



DEPARTMENT OF TRANSFORMATION AND SHARED SERVICES

Office of Personnel Management

Report a Violation of Hiring Practices/Supervision of a Relative

Governor's Policy Directive No. 8 and Arkansas Code Annotated §21-8-304 and §25-16-1001 et. seq. prohibits a Public Official from hiring a relative and prohibits a state agency employee from supervising a relative.

A "Public Official" is The Secretary of State, Governor, Lieutenant Governor, Treasurer of the State, Auditor of the State, Attorney General, Commissioner of State Lands, a member of the Senate, a member of the House of Representatives, the executive head of any agency, department, board, commission, institution, bureau, or council of this state.

A "Relative" is a husband, wife, mother, father, stepmother, stepfather, mother-in-law, father-in-law, brother, sister, stepbrother, stepsister, half-brother, half-sister, brother-in-law, sister-in-law, daughter, son, stepdaughter, stepson, daughter-in-law, son-in-law, uncle, aunt, first cousin, nephew, or niece.

If it is suspected that a public official or other state employee(s) is in violation of Governor's Policy Directive No. 8 and/or Arkansas Code Annotated §21-8-304 and §25-16-1001 et. seq., please provide the information requested below and forward this form to:

Manager, Research and Technical Services
Office of Personnel Management
501 Woodland Ave, Ste 205
Little Rock, AR 7220

Information provided should pertain to the agency/official/supervisor where the suspected violation has occurred:

Agency Name \_\_\_\_\_ Division/Department \_\_\_\_\_

Public Official/Supervisor Name and Title \_\_\_\_\_

When was the Violation first observed? \_\_\_\_\_

Describe the suspected Violation. \_\_\_\_\_

Your Name and Agency (optional) \_\_\_\_\_

This Section to be completed by the Office of Personnel Management.

Date Received \_\_\_\_\_ Reviewed by \_\_\_\_\_

Date Investigated \_\_\_\_\_ Does Violation exist? [ ] Yes [ ] No

If Yes, date submitted to the Attorney General \_\_\_\_\_

Attach Investigation Report. \_\_\_\_\_