

LOS ANGELES UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION

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LAW AND RULES  
September 27, 2006

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**STATEMENT OF INTENT:** The purpose of this Rule is, in general, to preclude the assignment of close relatives or cohabitants in the same organizational unit. In order to forestall possible conflicts of interest and ensure the orderly conduct of District business, it is recognized that organizational units with the District may adopt more restrictive regulations as appropriate.

- A. All administrators responsible for the assignment of employees shall endeavor to avoid the assignment of close relatives or cohabitants to work in situations where conflicts of interest could arise. In no case will an assignment be allowed that will establish a supervisor/subordinate relationship at the first or second level of supervision between two employees who are close relatives or cohabitants.
- B. If, for the good of the District, an assignment of close relatives or cohabitants within the same organizational unit is to be made, the assignment must first be reviewed and approved by the responsible Local District Superintendent, Division administrator, or equivalent or designee. If a supervisory relationship as described in Paragraph A would be established by the assignment, administrative approval must be withheld.
- C. For the purpose of this Rule, "close relatives" is defined as spouse, brother, sister, parent, child, or grandchild; and "cohabitants" is defined as persons living together.
- D. District employees and applicants must disclose to the Employment Transaction Services Branch any relationship which may be covered by this Rule prior to appointment to a position.

**CHANGE:**

To reflect editorial changes and update the title of an organizational unit.  
Remove: August 28, 2002. Add: September 27, 2006.

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