

POLICY MANUAL

CHAPTER 6 - HUMAN RESOURCES POLICIES

6.24 PERSONAL RELATIONSHIPS POLICY

PURPOSE:

The Mississippi Lottery Corporation (“MLC”) is dedicated to creating a work environment where the actions of the management team do not appear to compromise the integrity of the Corporation. For this reason, the MLC has a personal relationships policy that prohibits personal relationships between managers and employees within their chain-of-command. This policy applies to all employees and organizational units of the MLC.

DEFINITION:

Personal relationships - a term that is used to define and describe personal interaction that creates the perception of partiality, unfairness, favoritism, misuse of position or authority. Personal relationships include, but are not limited to, dating and romantic relationships.

POLICY:

- A. Any personal relationship between a director, officer, or manager, of the organization and anyone he/she supervises, either directly or indirectly, is prohibited. If a personal relationship develops, it is the responsibility of the employees involved to disclose the existence of the relationship to Human Resources.
- B. A director, officer, or manager, of the organization is not prohibited from dating others outside his/her reporting structure or chain-of-command.
- C. Should an employee be offered a promotion, which could place the employee in the chain-of-command or reporting structure of an individual with whom it is determined the employee has a personal relationship, the following steps shall apply in the order listed:
 - a. The non-management employee may be offered a position in another department for which he/she is qualified, at the same level; or
 - b. He/she may be transferred to a position where there is no supervisory line between the parties; or
 - c. If a transfer within or without the department is not available, then the promotional opportunity must be declined.

Violation of this policy will lead to corrective action, up to and including termination, of the highest-ranking individual involved in the relationship.