



● Ethics Officer's August 2012 Monthly Report

Summary

This report provides a general update on the progress and activities for the Ethics Office for August 2012.

Attachments

None

Detailed Report

Activities

1. The Ethics Office continues to work collaboratively with the website redesign team to redesign the Ethics website.
2. The Interim Ethics Officer continues to work with the Legal Department regarding changes to the Nepotism section of Operating Policy H-03 Ethics Policy.
3. The Interim Ethics Officer continues to work with the EEO Office regarding changes to Operating Policies H-13, Sexual Harassment Prohibition and H-07, Equal Employment Opportunity.
4. The Interim Ethics Officer continues to work with Inspection Trip Managers to include ethics briefings in inspection trip preparations.
5. The Interim Ethics Officer conducted New Employee Orientation for ten employees.
6. The Ethics Office website logged 1,069 visitors from August 1-31, 2012.

Matters Brought to the Attention of the Ethics Office

1. **August 1, 2012 – Issue: Gifts**
A query was received from an employee regarding whether it is permissible for employees to collect and give a monetary gift to an employee whose relative has passed away. The employees who are collecting the funds should first seek permission from the grieving employee to inform others of his/her loss. Thereafter, funds may be collected on a voluntary basis. (621)
Disposition: Closed
2. **August 16, 2012 – Issue: Nepotism**
An anonymous concern was received through the hotline regarding alleged nepotism. An employee was hired to work for his/her uncle/aunt. As Metropolitan's Operating Policy H-03, part 10 defines "relative(s)" or "related employee" to mean a spouse, domestic partner, child, parent, parent-in-law, child-in-law, brother, sister, stepparent, stepchild, grandparent or grandchild of a Metropolitan employee, there is no violation of the nepotism policy. (622)
Disposition: Closed
3. **August 21, 2012 – Issue: Customer Relations**
A query was received from a member of the public regarding Metropolitan's apprenticeship program. The member of the public was referred to Metropolitan's website and given Metropolitan's Human Resources' phone number. (623)
Disposition: Closed

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4. **August 21, 2012 – Issue: Nepotism**

A concern was received from an employee through the hotline regarding alleged nepotism. An employee was hired to work for his/her uncle/aunt. As Metropolitan's Operating Policy H-03, part 10 defines "relative(s)" or "related employee" to mean a spouse, domestic partner, child, parent, parent-in-law, child-in-law, brother, sister, stepparent, stepchild, grandparent or grandchild of a Metropolitan employee, there is no violation of the nepotism policy. (624)

Disposition: Closed