

SOUTH CENTRAL OKLAHOMA WORKFORCE BOARD, INC.

1703 SW 11th

Lawton, Oklahoma 73501

580-357-3500/ 580-467-3486

Telephone Relay Service is available by dialing 711 or 800-722-0353

SUBJECT: South Central Oklahoma Workforce Board

PURPOSE: To establish South Central Oklahoma Workforce Board's policy for Nepotism

IMPORTANT! This document contains important information about your rights, responsibilities and/or benefits. It is critical that you understand the information in this document, and we will provide the information in your preferred language at no cost to you. **Call Lafonda Crowder (580) 357-3500** for assistance in the translation and understanding of the information in this document.

¡IMPORTANTE! Este documento contiene información importante sobre sus derechos, responsabilidades y/o beneficios. Es importante que usted entienda la información en este documento. Nosotros le podemos ofrecer la información en el idioma de su preferencia sin costo alguno para usted. **Llame al Lafonda Crowder (580) 357-3500** para pedir asistencia en traducir y entender la información en este documento.

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POLICY: Relatives of WIOA Title I staff are eligible for WIOA enrollment and may be served; however the individual's case (beginning at eligibility determination and ending with follow-up) must be managed by someone other than the relative on staff.

For services requiring approval (including enrollment) the approval must be sought from a non-relative. A non-relative must also conduct any monitoring of the case file.

For the purposes of this policy a relative is defined as a person related by blood or marriage such as a spouse, son, daughter, mother, father, brother, sister, aunt, uncle, niece, nephew, step parent or step child.

APPROVED BY EXECUTIVE COMMITTEE

DATE: NOVEMBER 4, 2015

APPROVED BY SOUTH CENTRAL OKLAHOMA WORKFORCE BOARD

DATE: MARCH 9, 2016

**Caddo County, Grady County, McClain County, and City of Chickasha Labor Market Area
Comanche County, Cotton County, Tillman County, and City of Lawton Fort Sill Labor Market Area
Jefferson County, Stephens County, and City of Duncan Labor Market Area**

Equal Opportunity Programs/Employer – Auxiliary aids and services available upon request for individuals with disabilities

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