



**Department of Shared Administrative Services
Office of Personnel Management
Report a Violation of Hiring Practices/Supervision of a Relative**

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 Arkansas Code Annotated §21-8-304 and §25-16-1001 et. seq., please provide the information requested below and forward this form to:

Office of Personnel Management
501 Woodlane, Suite 205
Little Rock, AR 72201

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.