CERTIFICATION OF ELECTED OFFICIAL AND DEPARTMENT HEAD TO THE EXECUTIVE OF THE HOWARD COUNTY BOARD OF COMMISSIONERS ON COMPLIANCE WITH THE NEPOTISM POLICY

I, _____ (printed name), Elected Official or Department Head (title) _____ of Howard County, Indiana certify that I have not violated the Howard County Nepotism Policies in regard to Resolution No. 2012 BCBR-17, A Resolution of the Howard County Board of Commissioners Establishing Policy Prohibiting Nepotism and Resolution No. 2012 BCBR-19, A Resolution of the Howard County Board of Commissioners Establishing Policy Requiring Disclosure of Contracts with Relatives that were adopted on June 28th, 2012 in order to comply with IC 36-1-20.2-1, et seq.

If I am related to any employee on the department list attached, I ***must*** complete the ***"Nepotism Disclosure Form"*** for each relative. I understand that Relative means my spouse, parent or step-parent, child or step-child, brother, sister, step-brother, step-sister, niece, nephew, aunt, uncle, daughter-in-law or son-in-law (including half-bloods and adopted children).

I intend for this form to be submitted to the Howard County Board of Commissioners prior to the end of this calendar year.

I hereby verify under the penalty of perjury that the foregoing statements are true.

Dated this _____ day of _____, 20_____.
Signature: _____
Printed Name: _____

Section 5. Certification by Elected Officers of the County

Each elected officer of the County shall annually certify in writing, subject to the penalties for perjury, that the officer has not violated this Resolution. An elected officer shall submit the certification to the Board of County Commissioners not later than December 31 of each year.

The completed form(s) and employee list will need to be returned to the Personnel Office by December 31st, 2012. All forms will be submitted to the Board of Howard County Commissioners.

TO BE COMPLETED BY COUNTY COMMISSIONER:

☐ APPROVED ☐ DENIED ☐ APPROVED with the attached conditions

Signature: _____ Date: _____

If you have any questions you may contact the Personnel Office for assistance.