Nepotism Toolkit

Section 1 - Nepotism Annual Certification

Step 1: Log into myhr.fiu.edu and select Employee Menu and the Employee Resources Tile.

Select Employee Screen
Step 2: Select Nepotism Disclosure Form.

Step 3: Review the Nepotism Policy. Confirm either the disclosure(s) is complete, accurate and up to date, or you have no relationship(s) to disclose and click Certify.

You have now completed the required Nepotism Annual Certification. No further action required.

Note: If you have a new relationship or a change to an existing relationship, additional action is required. Refer to Nepotism Toolkit #1 Instructions for Employee Disclosing.