



CODE OF ETHICS

Adopted by the City of Sarasota Purchasing Division on October 24, 2005

- I) Members regard public service as a trust and support the professional principles of public purchasing.
- II) Members believe in the dignity of their office, the importance of the purchasing profession to their public agencies, and give first consideration and loyalty to their respective agencies.
- III) Members are always guided in their actions by integrity and honor to merit the respect and inspire the confidence of the agency and the public which they serve.
- IV) Members accept full responsibility and accountability for their actions related to the purchase and supply functions.
- V) Members believe that character is the greatest asset in their profession and therefore will not accept gifts or other things of value from vendors, where the intent is to influence the purchaser. Members shall comply with all current laws and statutes pertaining to acceptance of gifts and gratuities.
- VI) Members keep their agency fully informed of purchasing issues and progress toward resolving such issues through appropriate channels by emphasizing the facts without personal aggrandizement.
- VII) Members do not allow political considerations or other conflicting outside influences to enter their relationships with vendors or with employees. Personnel administration is based upon a merit basis without regard to political, religious, gender, or racial considerations.
- VIII) Members shall not engage in unscrupulous practices and misrepresentations; recognizing that mutually profitable business relations are based upon honesty and fair dealings.
- IX) Members will be courteous, considerate, prompt and businesslike with those whom they deal, including their employers, employees, vendors, the media and the public.
- X) Members subscribe to and support the Mission, Vision, Core Values, and Strategic Priorities of the Association.
- XI) Members shall endeavor to increase their knowledge of the profession through education, organizational memberships, and participation with professional associations where possible.
- XII) Members shall strive to continually increase competition in vendor selection and shall endeavor to prevent any collusive activities among vendors

**David W. Boswell, CPPO, CPPB, SPSM
Purchasing General Manager**