

REGULATIONS

SUBJECT: PURCHASING CODE OF ETHICS

Purpose

To ensure an ethical, professional and accountable purchasing practices.

Personal Integrity and Professionalism

1. All employees of the Lambton Kent District School Board involved with purchasing activities shall act with integrity and professionalism.
2. Honesty, care and due diligence shall be integral to all purchasing activities within and between Broader Public Sector (BPS) organizations, suppliers and other stakeholders.
3. Respect shall be demonstrated for each other and for the environment. Confidential information must be safeguarded.
4. All employees must not engage in any activity that may create, or appear to create, a conflict of interest, such as accepting gifts or favours, providing preferential treatment, or publicly endorsing suppliers or products.

Accountability and Transparency

5. Purchasing activities must be open and accountable. Contracting and purchasing activities must be fair, transparent and conducted with a view to obtaining the best value for public money.
6. All employees shall ensure that public sector resources are used in a responsible, efficient and effective manner.

Compliance and Continuous Improvement

7. All employees involved in purchasing must comply with this Code of Ethics and the laws of Canada and Ontario.
8. All employees should continuously work to improve purchasing policies and procedures, to improve their purchasing knowledge and skill levels and to share leading practices.

Implementation Date: June 22, 2010

Reference: Ministry Requirements
Board Policy