PURCHASING AND CONTRACTING: PROCUREMENT STAFF
CODE OF CONDUCT

NEPN/NSBA Code: DJH

Conflict of Interest

No employee, officer or agent of RSU78 shall participate in the selection, award or administration of a contract supported by a federal award if he/she has a real or apparent conflict of interest.

A conflict of interest would arise when the employee or any member of his/her immediate family, his/her partner, or an organization that employs or is about to employ any of these parties has a financial or other interest in the firm selected for the award. For the purpose of this policy, “immediate family” is defined as spouse, brother, sister, parent, son or daughter.

Staff Gifts and Solicitations

Employees, officers and agents of RSU78 may neither solicit nor accept gratuities, favors or anything of monetary value from contractors or parties to subcontracts.

Violations

Employees of RSU78 who violate this code of conduct may be subject to discipline, up to and including termination of employment and, if appropriate, referral to law enforcement.

Legal Reference:

34 CFR Parts 74 and 80 (Education Department General Administrative Regulations (‘EDGAR”) (for federal awards made prior to 12/26/2014)

2 CFR §200.318 (Uniform Administrative Requirements – General Procurement Standards) (for federal awards made on or after 12/26/2014)

Cross Reference: DJ - Bidding/Purchasing Requirements

Adopted: November 14, 2019
Reviewed: 12.5.2022