

Non-salaried Expenditures**PURCHASING PRINCIPLES**

The Board has directed that its employees, particularly in the purchasing area, be guided by the following Principles and Standards adopted by the National Association of Purchasing Management:

1. "Consider, first, the interest of his company (The School Board of Dade County, Florida) in all transactions and to carry out and believe in its established policies.
2. "Be receptive to competent counsel from his colleagues and to be guided by such counsel without impairing the dignity and responsibility of his office.
3. "Buy without prejudice, seeking to obtain the maximum ultimate value for each dollar of expenditure.
4. "Strive consistently for knowledge of the materials and processes of manufacture, and to establish practical methods for the conduct of his office.
5. "Subscribe to and work for honesty and truth in buying and selling, and to denounce all forms and manifestations of commercial bribery.
6. "Accord a prompt and courteous reception, so far as conditions will permit, to all who call on a legitimate business mission.
7. "Respect his obligations and to require that obligations to him and to his concern be respected, consistent with good business practice.
8. "Avoid sharp practice.
9. "Counsel and assist fellow purchasing agents in the performance of their duties, whenever occasion permits.
10. "Cooperate with all organizations and individuals engaged in activities designed to enhance the development and standing of purchasing."

Specific Authority: 230.22(2) F.S.

Law Implemented, Interpreted, or Made Specific: 237.02 F.S.

History: THE SCHOOL BOARD OF DADE COUNTY, FLORIDA

Repromulgated: 12-11-74