

SUBJECT: Procurement Ethics Policy

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PURPOSE

The purpose is to state the Purchasing Division's ethics policy.

PROCEDURE

The Procurement Ethics Policy applies to all District personal involved in any procurement process.

- To regard public service as a sacred trust, giving primary consideration to the interests of the Alameda County Water District.
- To purchase without prejudice, seeking to obtain the maximum value for each dollar spent.
- To avoid unfair practices, giving all qualified suppliers equal opportunity.
- To honor our obligations and require that obligations to our District be honored.
- To accord supplier representatives courteous, fair and equal treatment, remembering that these representatives are important sources of information and assistance in solving our procurement needs.
- To refuse to accept any form of commercial bribery and prevent any appearance of so doing.
- To be receptive to counsel from our colleagues and to cooperate with them to promote a spirit of teamwork and unity.
- To conduct ourselves with fairness and dignity and to demand honesty and truth in the procurement process.
- To strive for greater knowledge of procurement methods and of the materials, supplies, services and equipment we purchase.
- To cooperate with all organizations and individuals involved in activities designed to enhance the development of the purchasing profession, remembering that our actions reflect on the entire purchasing profession.

The Alameda County Water District's Purchasing Division subscribes to these Standards

DISTRIBUTION

Management/Confidential/Professional staff

APPROVED:

/s/ PAUL PIRAINO
Paul Piraino, General Manager