

# Arizona Procurement Ethics

Never solicit or accept money, loans, credits or prejudicial discounts, and avoid the acceptance of gifts, entertainment, favors, or services from present or potential suppliers which might influence, or appear to influence purchasing decisions.

Promote positive supplier relationships by providing an environment where all business concerns are afforded an equal opportunity to compete for State of Arizona business.

Conduct all purchasing activities in accordance with Federal Regulations, Arizona State Procurement Statutes, Administrative Rules, Executive Orders, and State Procurement Office Technical Bulletins and Standard Procedures, while remaining alert to and advising management regarding the legal ramifications of purchasing decisions.

Display the highest ideals of honor and integrity in all public and personal relationships in order to merit the respect and inspire opportunity by the avoidance of appearance or intent of unethical or compromising practice in relationships, actions and communications.

Demonstrate loyalty to the State of Arizona and employing agency by diligently following all lawful instructions while using professional judgment, reasonable care, and exercising only the authority granted.

Enhance the proficiency and professional status of procurement by seeking further educational endeavors.

Refrain from any private or professional activity that would create a conflict or the perception of a conflict, between personal interests and the interest of the State of Arizona.

Constantly strive for the highest standards of ethical behavior; trust, respect, fairness, integrity and credibility.

Not accept any position or have employment discussions with a person or firm lobbying or potentially responding to the solicitation, if identified as having a significant procurement role in the solicitation.